



Proposed 1985 Administrative Plan



Chicago Transit Authority





PROPOSED
1985
ADMINISTRATIVE
PLAN

CHICAGO TRANSIT AUTHORITY
Merchandise Mart Plaza
P.O. Box 3555
Chicago, Illinois 60654

OCTOBER, 1984

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Proposed 1985 Administrative Plan

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INTRODUCTION

This volume presents budget detail for key CTA organizational units. For each unit, the following is provided:

1. An organization chart showing organizational units (except for certain departments which consist of a single unit).
2. A description of the unit's responsibilities and objectives.
3. A summary table showing Labor, Material and "Other" expenses for "1984 Budget," "1984 Projected" and "1985 Proposed Budget." "Other" expenses are shown in detail.
4. A backup report showing summary data on employees, hours and expenses, and breaking out the 1985 Proposed Budget into "Current Activity" level and "Proposed Additions." It should be noted that summer employees are not shown in employee totals because they are considered to be temporary replacements for permanent positions.
5. A Position Detail that lists budgeted positions and salary levels. Proposed additional positions are shown on a separate page.

Appendix #1 shows budget transfers made through September, 1984. These transfers are made under the provisions of Section 4, CTA Budget Ordinance 83-167.

POSITION DETAIL EXPLANATION

The Position Detail lists the positions and associated salaries in the 1984 Budget and the 1985 Proposed Budget. For ease of reference, all proposed additional positions requested for a department in 1985 are listed on a separate page preceding the other Position Detail.

During 1984, some positions have been traded off for other positions. This often happens as positions are vacated and it is decided that the job title should be changed to reflect new needs or conditions.*

The salaries shown in the Position Detail under "1985" are generally the most currently available salaries for incumbents but do not include the September cost-of-living adjustment for union employees. For positions currently vacant, a typical salary for that grade is used. In many instances, several different salaries are listed for similar positions. Professional and management jobs have salary ranges. The place where an individual falls in the range depends on his or her experience and performance. When a vacancy occurs, the position may be filled by someone with different credentials and thus a different salary within the salary range.

* With a few exceptions, the Position Detail shows those trade-offs that had occurred as of the cutoff date for preparation of this document (end of 8th Period, 1984).

A union employee's salary is determined both by seniority with the Authority and the length of time in the specific job, and this is controlled by union contract. Many union positions provide for step increases in wages. The progression for a given employee in a job may take as much as 48 months, but as an anniversary date is reached the wages increase automatically. When a vacancy in a union position occurs, it may be filled by someone with different company seniority resulting in a wage which is either higher or lower than the one specified. Operating employees also move from job to job through the pick process several times each year; this can result in salaries which deviate from the Position Detail.

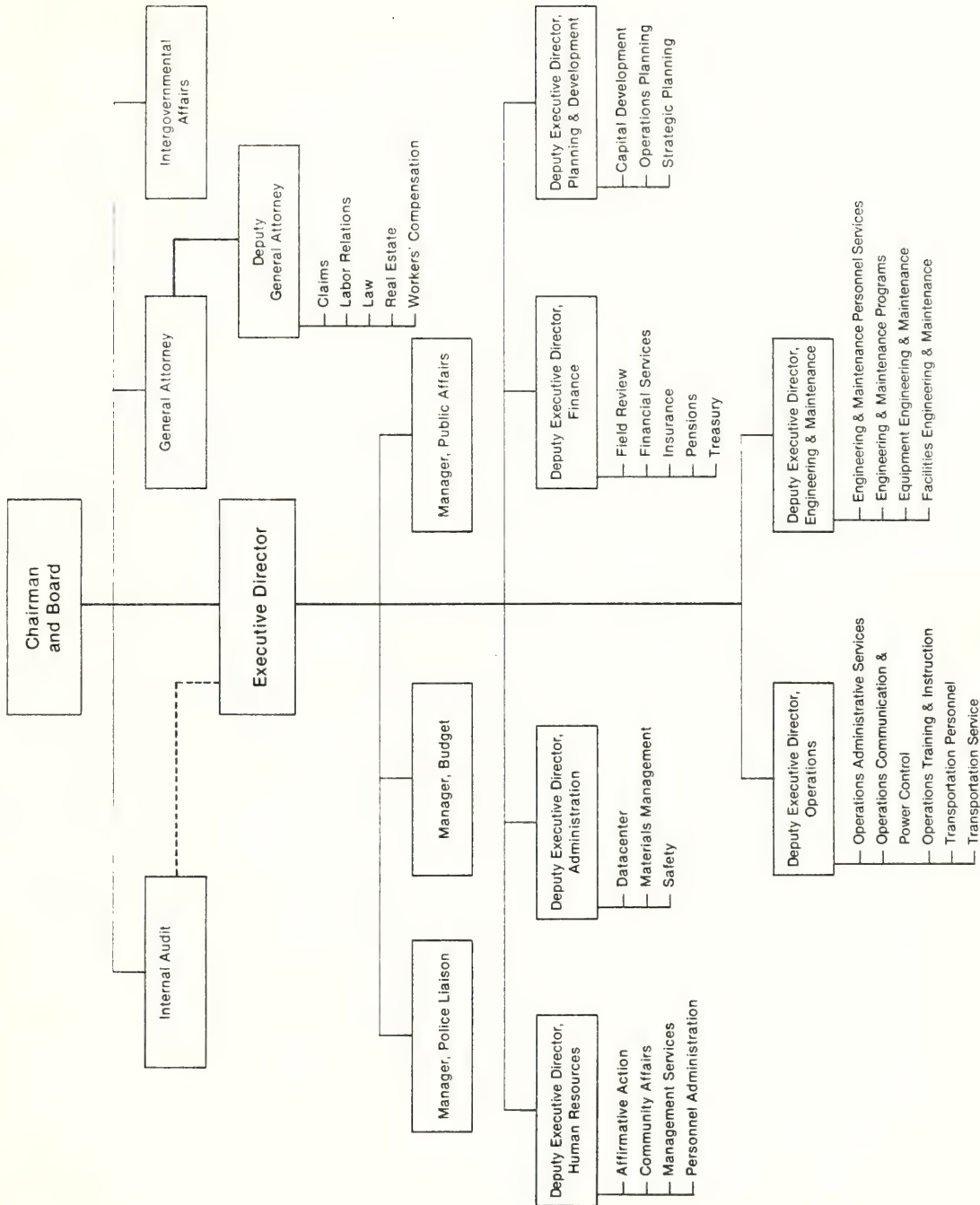
LABOR COST CALCULATION--TECHNICAL NOTE

In order to estimate labor costs for budgeting purposes, annual salaries are adjusted basically as follows:

1. The current annual salary is converted to an hourly rate.
An estimate is then made of the net annual hours to be actually worked by each employee. This is determined by deducting from gross annual hours the estimated time off for vacation, holidays, sick time, etc., and any phasing due to the position not being filled for the entire year.
2. The net hours are then allocated between the operating budget and the non-operating budget (i.e., any portion expected to be funded by capital grants or other outside funding sources is removed from the operating budget). These hours are then multiplied by the appropriate hourly rate to get initial labor figures.
3. The initial, base labor figures are subsequently multiplied by a loading factor to reflect the cost of fringe benefits (including time off, Social Security, group insurance, etc.), and another factor to incorporate estimated cost-of-living or other wage/salary adjustments. This results in a total labor cost.

This method is comparable to the way labor expenses are actually accounted for and reported in the CTA financial system and therefore facilitates budget variance reporting and analysis.

CHICAGO TRANSIT AUTHORITY



DEPARTMENTAL BUDGET SUMMARY
1985 vs. 1984

(Operating Budget)

Department	1984 Budget	1984 Projected	1985 Proposed
<u>Board/Chairman/Exec. Director/Staff</u>			
CTA Board	\$ 288,900	\$ 299,897	\$ 338,500
Chairman	387,700	385,247	2,099,200
Internal Audit	588,000	454,270	938,100
General Attorney	7,821,800	8,263,822	6,940,100
Intergovernmental Affairs	-	-	227,300
Executive Director	288,800	266,972	314,700
Police Liaison	-	153,312	951,600
Budget	1,157,100	1,117,402	1,237,500
Public Affairs	1,272,200	1,152,869	1,601,000
Sub-Total	<u>11,804,500</u>	<u>12,093,791</u>	<u>14,648,000</u>
<u>Operations Division</u>			
Deputy Executive Director,			
Operations	950,679	440,180	452,500
Operations Admin. Services	1,516,577	1,596,560	2,156,300
Operations Comm. & Pwr. Control	2,784,467	2,760,248	3,359,600
Operations Trng. & Instruction	4,557,594	4,494,221	5,041,200
Transportation Personnel			
Scheduled Transp. Personnel	249,069,067	241,968,091	260,484,900
Transportation Office	13,606,839	13,591,320	14,767,000
Transportation Service	16,720,177	16,335,280	17,785,300
Sub-Total	<u>289,205,400</u>	<u>281,185,900</u>	<u>304,046,800</u>
<u>Engineering & Maintenance Division</u>			
Deputy Executive Director,			
Engineering & Maintenance	-	95,923	136,800
Eng. & Maint. Personnel Services	1,406,264	1,549,689	1,891,200
Eng. & Maint. Programs	582,394	505,599	639,300
Equip. Eng. & Maint.	151,839,859	147,130,664	161,521,100
Facil. Eng. & Maint.	90,096,483	87,525,226	102,321,400
Sub-Total	<u>243,925,000</u>	<u>236,807,101</u>	<u>266,509,800</u>
<u>Human Resources Division</u>			
Deputy Executive Director,			
Human Resources	110,300	150,841	151,900
Affirmative Action	201,900	240,930	258,900
Community Affairs	-	153,322	341,500
Management Services	7,352,600	7,339,880	7,696,000
Personnel Administration	1,858,300	1,544,474	1,972,700
Sub-Total	<u>9,523,100</u>	<u>9,429,447</u>	<u>10,421,000</u>
<u>Administration Division</u>			
Deputy Executive Director,			
Administration	158,900	163,168	176,200
Datacenter	8,195,100	8,193,688	8,397,700
Materials Management	8,089,600	8,581,906	8,825,400
Safety	737,400	735,146	858,900
Sub-Total	<u>17,181,000</u>	<u>17,673,908</u>	<u>18,258,200</u>

DEPARTMENTAL BUDGET SUMMARY
1985 vs. 1984

(Operating Budget)

<u>Department</u>	<u>1984 Budget</u>	<u>1984 Projected</u>	<u>1985 Proposed</u>
<u>Finance Division</u>			
Deputy Executive Director, Finance	\$ 192,700	\$ 301,599	\$ 316,200
Field Review	572,700	617,661	631,600
Financial Services	4,243,900	4,287,754	4,459,000
Insurance	1,409,200	1,573,425	1,488,100
Pensions	-	-	-
Treasury	6,061,500	5,902,583	7,462,800
Sub-Total	<u>12,480,000</u>	<u>12,683,022</u>	<u>14,357,700</u>
<u>Planning & Development Division</u>			
Deputy Executive Director, Planning & Development	-	136,553	203,700
Capital Development	479,600	446,617	644,700
Operations Planning	4,741,700	4,350,290	4,983,300
Strategic Planning	255,700	287,329	435,300
Sub-Total	<u>5,477,000</u>	<u>5,220,789</u>	<u>6,267,000</u>
Non-Departmental	<u>(29,065,000)</u>	<u>(28,496,702)</u>	<u>(538,900)</u>
Total CTA	<u>\$560,531,000</u>	<u>\$546,597,256</u>	<u>\$633,969,600</u>

DEPARTMENTAL POSITION SUMMARY
1985 vs. 1984

Department	1984 Budgeted Positions	1985 Proposed Budgeted Positions
<u>Board/Chairman/Exec. Director/Staff</u>		
CTA Board	9	9
Chairman	7	4
Internal Audit	14	24
General Attorney	138	140
Intergovernmental Affairs	-	4
Executive Director	5	5
Police Liaison	2	5
Budget	12	16
Public Affairs	26	27
Sub-Total	<u>213</u>	<u>234</u>
<u>Operations Division</u>		
Deputy Executive Director, Operations	3	3
Operations Admin. Services	42	56
Operations Comm. & Pwr. Control	57	62
Operations Trng. & Instruction	106	108
Transportation Personnel		
Scheduled Transp. Personnel*	7,012	6,987
Transportation Office	314	316
Transportation Service	361	361
Sub-Total	<u>7,895</u>	<u>7,893</u>
<u>Engineering & Maintenance Division</u>		
Deputy Executive Director, Engineering & Maintenance	2	2
Eng. & Maint. Personnel Services	40	43
Eng. & Maint. Programs	11	14
Equip. Eng. & Maint.	2,175	2,219
Facil. Eng. & Maint.	1,448	1,478
Sub-Total	<u>3,676</u>	<u>3,756</u>
<u>Human Resources Division</u>		
Deputy Executive Director, Human Resources	2	3
Affirmative Action	7	7
Community Affairs	3	8
Management Services	65	69
Personnel Administration	35	46
Sub-Total	<u>112</u>	<u>133</u>
<u>Administration Division</u>		
Deputy Executive Director, Administration	3	3
Datacenter	103	112
Materials Management	158	162
Safety	18	19
Sub-Total	<u>282</u>	<u>296</u>

DEPARTMENTAL POSITION SUMMARY
1985 vs. 1984

Department	1984 Budgeted Positions	1985 Proposed Budgeted Positions
<u>Finance Division</u>		
Deputy Executive Director, Finance	2	2
Field Review	15	15
Financial Services	94	99
Insurance	16	16
Pensions	12	13
Treasury	95	102
Sub-Total	<u>234</u>	<u>247</u>
<u>Planning & Development Division</u>		
Deputy Executive Director, Planning & Development	4	4
Capital Development	25	26
Operations Planning	111	110
Strategic Planning	4	10
Sub-Total	<u>144</u>	<u>150</u>
Total CTA Positions	12,556	12,709**
Less: Scheduled Transp. Personnel (STP)*	<u>7,012</u>	<u>6,987</u>
Total Non-STP Positions	<u>5,544</u>	<u>5,722</u>

* Scheduled Transportation positions are based on hours equivalency.

** The equivalent of approximately 350 of these positions are funded by non-operating sources (capital program, etc.).

DEPARTMENTAL DETAIL

CHICAGO TRANSIT BOARD

	1984 BUDGET	1984 PROJECTION	1985 PROPOSED BUDGET
OPERATING:			
BASE LABOR COST	166,145	171,651	184,200
LABOR LOADING AMOUNT	77,255	81,850	100,400
WAGE & SALARY ADJUSTMENT		4,300	
TOTAL LABOR EXPENSE	243,400	257,801	284,600
TOTAL MATERIAL EXPENSE	2,200	1,568	2,100
ALLOWANCE - TOOLS & PASSES			
POWER - REVENUE VEHICLES			
UTILITIES		5,323	3,500
MAINTENANCE & REPAIR			
ADVERTISING & PROMOTION	15,100	6,037	15,100
OTHER SERVICES	15,000	13,748	15,000
MEETINGS & SEMINARS	9,000	7,895	9,000
TRAINING			
REIMBURSED AUTO EXPENSE			
GENERAL TAXES			
LEASES & RENTALS	1,500	6,299	6,500
GENERAL EXPENSES	2,700	1,226	2,700
DATACENTER EXPENSE ALLOCATION			
CASUALTY & LIABILITY LOSSES			
CORPORATE INSURANCE PREMIUM			
TECHNICAL STUDIES EXPENSE			
TOTAL OTHER EXPENSE	43,300	40,528	51,800
TOTAL OPERATING EXPENSE	288,900	299,897	338,500
	=====	=====	=====
NON-OPERATING:			
BASE LABOR COST			
LABOR LOADING AMOUNT			
WAGE & SALARY ADJUSTMENT			
TOTAL LABOR EXPENSE			
TOTAL MATERIAL EXPENSE			
TOTAL OTHER EXPENSE			
TOTAL NON-OPERATING EXPENSE			
	=====	=====	=====

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C H I C A G O T R A N S I T A U T H O R I T Y
PROPOSED BUDGET BY MAJOR OBJECT
EMPLOYEES--HOURS--EXPENSES

AREA 0002 CHICAGO TRANSIT BOARD

DESCRIPTION	1984 BUDGET	1985		1985	
		PROJECTED RESULTS	CURRENT ACTIVITY	PROPOSED ADDITIONS	PROPOSED BUDGET
EMPLOYEES					

FULL TIME PERM FTP	3	3			3
FULL TIME TEMP FTT					
PART TIME TEMP PTT	6	6			6
PART TIME PERM PTP					
TOTAL EMPLOYEES	9	9			9
=====					
CAPITAL PROJECT EMPS					
HOURS					

OPERATING HOURS	17,760	17,856	17,900		17,900
NON-OPERATING HOURS					
TOTAL HOURS	17,760	17,856	17,900		17,900
=====					
OPERATING \$:					

LABOR	243,400	257,801	284,600		284,600
MATERIAL	2,200	1,568	2,100		2,100
OTHER	43,300	40,528	51,800		51,800
TOTAL OPERATING	288,900	299,897	338,500		338,500
=====					
NON-OPERATING \$:					

LABOR					
MATERIAL					
OTHER					
TOTAL NON-OPER					
TOTAL OPER & NON-OPER	288,900	299,897	338,500		338,500
=====					

CHICAGO TRANSIT BOARD

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted Positions</u>	<u>Rate</u>	<u>Budgeted Positions</u>	<u>Rate</u>
Secretary of the Chicago Transit Board	1	\$39,000	1	\$45,000
First Assistant Secretary	1	28,961	1	30,699
Confidential Office Assistant	1	18,020	1	19,100
	<u>3</u>		<u>3</u>	
 <u>Part-Time Permanent</u>				
Board Member	5	15,000	4	15,000
Board Member	1	20,000	2	20,000
Total	<u>9</u>		<u>9</u>	

CHAIRMAN

	1984 BUDGET	1984 PROJECTION	1985 PROPOSED BUDGET
<u>OPERATING:</u>			
BASE LABOR COST	205,985	211,562	149,500
LABOR LOADING AMOUNT	95,815	100,998	81,500
WAGE & SALARY ADJUSTMENT		5,500	
TOTAL LABOR EXPENSE	301,800	318,060	231,000
TOTAL MATERIAL EXPENSE	3,300	3,112	2,800
ALLOWANCE - TOOLS & PASSES			
POWER - REVENUE VEHICLES			
UTILITIES		2,027	2,800
MAINTENANCE & REPAIR			
ADVERTISING & PROMOTION			
OTHER SERVICES	50,000	28,167	1,844,000
MEETINGS & SEMINARS	19,000	19,041	6,000
TRAINING			
REIMBURSED AUTO EXPENSE			
GENERAL TAXES			
LEASES & RENTALS	2,200		
GENERAL EXPENSES	11,400	9,444	6,000
DATACENTER EXPENSE ALLOCATION		5,396	6,600
CASUALTY & LIABILITY LOSSES			
CORPORATE INSURANCE PREMIUM			
TECHNICAL STUDIES EXPENSE			
TOTAL OTHER EXPENSE	82,600	64,075	1,865,400
TOTAL OPERATING EXPENSE	387,700	385,247	2,099,200
	=====	=====	=====
<u>NON-OPERATING:</u>			
BASE LABOR COST			
LABOR LOADING AMOUNT			
WAGE & SALARY ADJUSTMENT			
TOTAL LABOR EXPENSE			
TOTAL MATERIAL EXPENSE			
TOTAL OTHER EXPENSE			
TOTAL NON-OPERATING EXPENSE			
	=====	=====	=====

DESCRIPTION	1984 BUDGET	1984 PROJECTED RESULTS	1985 CURRENT ACTIVITY	1985 PROPOSED ADDITIONS	1985 PROPOSED BUDGET
EMPLOYEES:					

FULL TIME PERM FTP	7	7	4		4
FULL TIME TEMP FTT					
PART TIME TEMP PTT					
PART TIME PERM PTP					
TOTAL EMPLOYEES	7	7	4		4

CAPITAL PROJECT EMPS					
HOURS:					

OPERATING HOURS	12,944	12,928	8,246		8,246
NON-OPERATING HOURS					
TOTAL HOURS	12,944	12,928	8,246		8,246

OPERATING \$:					

LABOR	301,800	318,060	231,000		231,000
MATERIAL	3,300	3,112	2,800		2,800
OTHER	82,600	64,075	1,865,400		1,865,400
TOTAL OPERATING	387,700	385,247	2,099,200		2,099,200

NON-OPERATING \$:					

LABOR					
MATERIAL					
OTHER					
TOTAL NON-OPER					

TOTAL OPER & NON-OPR	387,700	385,247	2,099,200		2,099,200

CHAIRMAN
POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>
Chairman-Board Member	1	\$80,000	1	\$80,000
Intergovernmental Affairs Officer	1	42,400	-	-
Exec. Secy./Supt. to Exec. Office Personnel	1	27,000	1	31,000
Executive Secretary	1	28,505	-	-
Intergovernmental Affairs Asst.	1	18,500	-	-
Confidential Office Assistant	1	22,682	1	24,285
Confidential Office Assistant	<u>1</u>	13,000	<u>1</u>	15,185
Total	<u><u>7</u></u>		<u><u>4</u></u>	

INTERNAL AUDIT

Responsibilities and Objectives

To provide all members of the Chicago Transit Authority management with independent analyses, appraisals, recommendations and comments concerning activities reviewed to promote overall operational efficiency.

Key Objectives/Programs for 1985:

The major objective of the Internal Audit Department this year will be to concentrate on basic revenue and expense reviews. In-depth audits will be performed in areas that have been neglected. Dollar values and related risks will be used as determinants in what to audit.

1. Perform payroll check distributions at all locations.
2. Audit revenue collection activities where risks warrant:
 - A. Ticket Agents
 - B. Collectors
3. Develop and implement a program to test employee attendance.

INTERNAL AUDIT

	1984 BUDGET	1984 PROJECTION	1985 PROPOSED BUDGET
OPERATING:			
BASE LABOR COST	343,408	296,183	601,300
LABOR LOADING AMOUNT	159,692	141,099	327,800
WAGE & SALARY ADJUSTMENT		7,400	
TOTAL LABOR EXPENSE	503,100	444,682	929,100
TOTAL MATERIAL EXPENSE	1,600	2,149	2,300
ALLOWANCE - TOOLS & PASSES			
POWER - REVENUE VEHICLES			
UTILITIES			
MAINTENANCE & REPAIR			
ADVERTISING & PROMOTION			
OTHER SERVICES			
MEETINGS & SEMINARS	5,500	2,927	3,000
TRAINING			
REIMBURSED AUTO EXPENSE	500		
GENERAL TAXES			
LEASES & RENTALS			
GENERAL EXPENSES	1,100	1,338	1,100
DATA CENTER EXPENSE ALLOCATION	76,200	3,174	2,600
CASUALTY & LIABILITY LOSSES			
CORPORATE INSURANCE PREMIUM			
TECHNICAL STUDIES EXPENSE			
TOTAL OTHER EXPENSE	83,300	7,439	6,700
TOTAL OPERATING EXPENSE	588,000	454,270	938,100
	=====	=====	=====
NON-OPERATING:			
BASE LABOR COST			
LABOR LOADING AMOUNT			
WAGE & SALARY ADJUSTMENT			
TOTAL LABOR EXPENSE			
TOTAL MATERIAL EXPENSE			
TOTAL OTHER EXPENSE			
TOTAL NON-OPERATING EXPENSE			
	=====	=====	=====

DESCRIPTION	1984 BUDGET	1984 PROJECTED RESULTS	1985 CURRENT ACTIVITY	1985 PROPOSED ADDITIONS	1985 PROPOSED BUDGET
EMPLOYEES					

FULL TIME PERM FTP	14	12	14	10	24
FULL TIME TEMP FIT					
PART TIME TEMP PTT					
PART TIME PERM PTP					
TOTAL EMPLOYEES	14	12	14	10	24

CAPITAL PROJECT EMPS					
HOURS:					

OPERATING HOURS	23,960	21,442	25,848	13,800	39,648
NON-OPERATING HOURS					
TOTAL HOURS	23,960	21,442	25,848	13,800	39,648

OPERATING \$					

LABOR	503,100	444,682	629,800	299,300	929,100
MATERIAL	1,600	2,149	2,300		2,300
OTHER	83,300	7,439	6,700		6,700
TOTAL OPERATING	588,000	454,270	638,800	299,300	938,100

NON-OPERATING \$					

LABOR					
MATERIAL					
OTHER					
TOTAL NON-OPER					

TOTAL OPER & NON-OPR	588,000	454,270	638,800	299,300	938,100

INTERNAL AUDIT

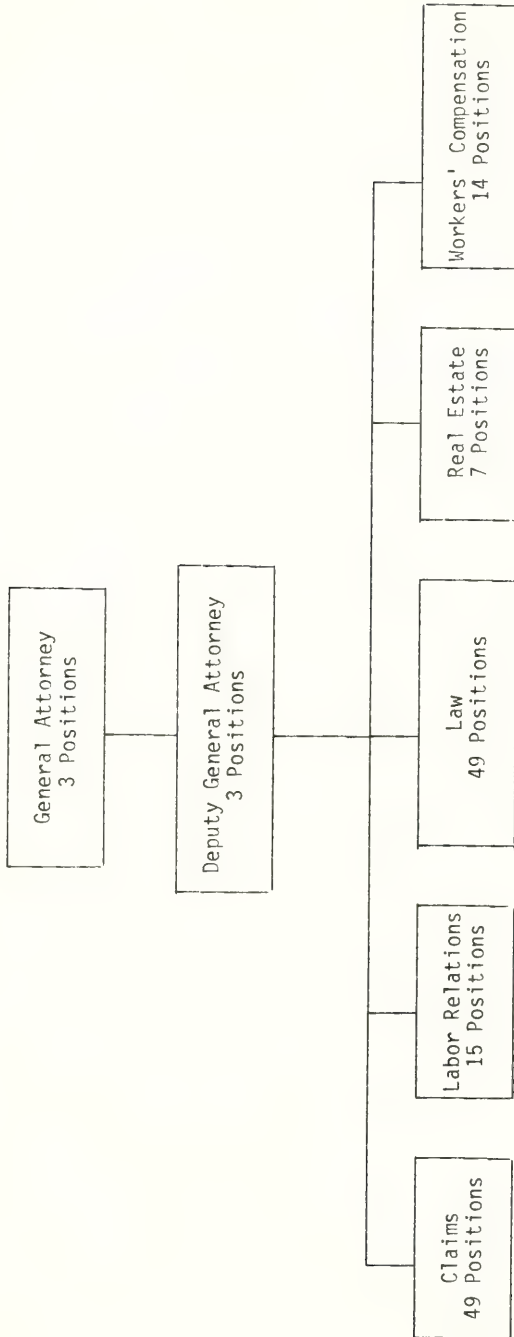
1985 PROPOSED ADDITIONAL POSITIONS

<u>Job Title</u>	<u>Budgeted Positions</u>	<u>Rate</u>
Internal Auditor	<u>10</u>	\$27,800
Total	<u><u>10</u></u>	

INTERNAL AUDIT
POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted Positions</u>	<u>Rate</u>	<u>Budgeted Positions</u>	<u>Rate</u>
Manager, Internal Audit	1	\$44,307	1	\$48,000
Assistant to Manager, Internal Audit	1	46,000	1	48,406
Supv., Auditing Operations	1	35,621	1	39,090
Supv., Grant & Contract Auditing	1	35,621	1	39,090
Internal Auditor	1	32,877	1	26,698
Internal Auditor	1	31,610	1	32,610
Internal Auditor	1	31,029	1	33,060
Internal Auditor	1	29,000	1	30,900
Internal Auditor	1	29,000	1	29,000
Internal Auditor	1	26,000	1	26,500
Internal Auditor	1	23,220	1	25,750
Internal Auditor I	1	18,000	1	25,530
Executive Secretary	1	30,961	1	31,460
Executive Secretary	<u>1</u>	<u>29,328</u>	<u>1</u>	<u>30,061</u>
Total	<u>14</u>		<u>14</u>	

GENERAL ATTORNEY



GENERAL ATTORNEY

Responsibilities and Objectives

General Attorney

Provide opinions and counsel concerning all legal matters of the Authority; exercise supervision over all legal activities of the Authority; direct and coordinate activities of all departments within General Attorney group.

Deputy General Attorney

Responsible for supervision and administration of Law Department, Workers' Compensation, Labor Relations, Claims and Real Estate Departments.

Law

Provide the Authority, its directors, officers and employees with legal representation in all matters pertaining to the operation and maintenance of the transportation system.

Key Objectives/Programs for 1985:

1. Provide legal representation for personal injury and property damage claims brought against the Authority. Provide legal representation for employees pursuant to collective bargaining agreements and other directives.
2. Provide resources in the areas of contract administration, grievance arbitration, personnel administration, legal research and opinions, legislative review, intergovernmental relations, and non-tort litigation and administrative proceedings.
3. Continue development of computer assisted data collection; research and analysis.

Claims

Investigate, evaluate, negotiate and settle or dispose of claims presented by third parties; collect claims for which a third party is responsible; assist Law Department on litigated claims.

Key Objectives/Programs for 1985:

1. Daily screening of reports to determine claims potential.
2. Evaluation of claims to determine liability of Authority.
3. Provide assistance for claim files that have become litigated.
4. Effect collections against third parties that cause damage to Authority property and pursue collection of Workers' Compensation subrogation claims.

Responsibilities and Objectives

Labor Relations

Represent the Authority in the day-to-day dealings with all Unions on CTA property and provide Authority with a centralized source of contract interpretation. Prepare collective bargaining objectives and coordinate negotiation of labor agreements.

Key Objectives/Programs for 1985:

1. Contract Administration: Develop revised collective bargaining objectives pursuant to Board's direction; promote consistent interpretation and application of contract terms and management policies and assist them in implementation of objectives pertaining to labor matters.
2. Grievance Process: Process grievances and conduct regularly scheduled meetings with unions. Continue development of computer assisted reporting and recordkeeping system.
3. Arbitration Process: Assist in preparation of Authority's case and implement arbitration awards. Continue computer development of arbitration analysis capabilities.
4. Agreement/Settlement Process: Prepare and implement written agreements which resolve complaints, disputes, grievances or pending arbitrations. Continue computer development of settlement analysis capabilities.
5. Complaints/Inquiries: Receive, research and respond to complaints/inquiries received from employees, union representatives and outside agencies.

Workers' Compensation

Administer program to serve the needs of employees injured on duty, as required under the Workers' Compensation Law of Illinois; determine through investigation any unwarranted or fraudulent claims and absences, avoiding and/or minimizing costs to the Authority.

Key Objectives/Programs for 1985:

1. Continue procedures to maintain full in-house operation.

Real Estate

Management of leased and licensed property, concessions, properties leased by CTA, purchase of all property required by CTA, and sell CTA property no longer required for transportation purposes. Coordinate with other CTA departments, Federal, State and local authorities on all matters involving CTA real property interests.

Key Objectives/Programs for 1985:

1. Identify Authority property suitable for development and secure persons/corporations to implement such programs using the Sheridan "L" stores as example of stimulating outside investment in the remodeling of property.
2. Continue program of remodeling existing lease and concession locations.
3. Review of concession and lease rent levels to maximize return.
4. Inspection of lease and concession locations to determine compliance with Authority requirements and follow through on maintenance.

GENERAL ATTORNEY

	1984 BUDGET	1984 PROJECTION	1985 PROPOSED BUDGET
<u>OPERATING:</u>			
BASE LABOR COST	3,777,339	3,673,326	3,837,400
LABOR LOADING AMOUNT	1,756,461	1,738,136	2,091,400
WAGE & SALARY ADJUSTMENT		64,700	
TOTAL LABOR EXPENSE	<u>5,533,800</u>	<u>5,476,162</u>	<u>5,928,800</u>
TOTAL MATERIAL EXPENSE	<u>45,500</u>	<u>42,174</u>	<u>57,100</u>
<u>ALLOWANCE - TOOLS & PASSES</u>			
POWER - REVENUE VEHICLES			
UTILITIES	1,500	1,500	1,600
MAINTENANCE & REPAIR	106,000	19,659	6,000
ADVERTISING & PROMOTION	1,300	894	1,500
OTHER SERVICES	1,653,800	2,171,123	317,700
MEETINGS & SEMINARS	7,800	13,068	17,300
TRAINING	12,200	12,346	15,900
REIMBURSED AUTO EXPENSE	18,500	18,633	21,500
GENERAL TAXES			
LEASES & RENTALS	2,800	2,865	7,000
GENERAL EXPENSES	198,900	219,016	249,100
DATACENTER EXPENSE ALLOCATION	239,700	286,382	316,600
CASUALTY & LIABILITY LOSSES			
CORPORATE INSURANCE PREMIUM			
TECHNICAL STUDIES EXPENSE			
TOTAL OTHER EXPENSE	<u>2,242,500</u>	<u>2,745,486</u>	<u>954,200</u>
TOTAL OPERATING EXPENSE	<u>7,821,800</u> =====	<u>8,263,822</u> =====	<u>6,940,100</u> =====
<u>NON-OPERATING:</u>			
BASE LABOR COST	3,635	3,600	3,600
LABOR LOADING AMOUNT	1,665	1,700	2,000
WAGE & SALARY ADJUSTMENT			
TOTAL LABOR EXPENSE	<u>5,300</u>	<u>5,300</u>	<u>5,600</u>
TOTAL MATERIAL EXPENSE			
TOTAL OTHER EXPENSE	<u>10,000</u>	<u>24,912</u>	<u>5,000</u>
TOTAL NON-OPERATING EXPENSE	<u>15,300</u> =====	<u>19,612</u> =====	<u>10,600</u> =====

C H I C A G O T R A N S I T A U T H O R I T Y
PROPOSED BUDGET BY MAJOR OBJECT
EMPLOYEES--HOURS--EXPENSES

AREA 0015
GENERAL ATTORNEY

DESCRIPTION	1984 BUDGET	1984 PROJECTED RESULTS	1985 CURRENT ACTIVITY	1985 PROPOSED ADDITIONS	1985 PROPOSED BUDGET
EMPLOYEES					

FULL TIME PERM FTT	137	139	139		139
FULL TIME TEMP FTT					
PART TIME TEMP PTT	1	1	1		1
PART TIME PERM PTP					
TOTAL EMPLOYEES	138	140	140		140

CAPITAL PROJECT EMPS					
HOURS					

OPERATING HOURS	260,564	255,673	256,720		256,720
NON-OPERATING HOURS	240	240	240		240
TOTAL HOURS	260,804	255,913	256,960		256,960

OPERATING \$:					

LABOR	5,533,800	5,476,162	5,928,800		5,928,800
MATERIAL	45,500	42,174	57,100		57,100
OTHER	2,242,500	2,745,486	929,200	25,000	954,200
TOTAL OPERATING	7,821,800	8,263,822	6,915,100	25,000	6,940,100

NON-OPERATING \$:					

LABOR	5,300	5,300	5,600		5,600
MATERIAL	10,000	24,912	5,000		5,000
OTHER	15,300	19,612	10,600		10,600
TOTAL NON-OPER	30,600	49,824	21,200		26,200
TOTAL OPER & NON-OPR	7,852,400	8,313,646	6,936,300	25,000	6,966,300

GENERAL ATTORNEY

POSITION DETAIL

	1984		1985	
<u>Job Title</u>	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>
General Attorney	1	\$62,000	1	\$65,000
Board Counsel	1	45,000	1	45,000
Executive Secretary	1	29,120	1	28,140
	<u>3</u>		<u>3</u>	
<u>Deputy General Attorney</u>				
Deputy General Attorney	1	60,000	1	63,000
Executive Secretary	1	28,220	1	28,925
Administrative Assistant	-	-	1	34,976
	<u>2</u>		<u>3</u>	
	<u>Law</u>			
Director, Criminal & Traffic	1	44,520	1	46,744
Supt., General Law	1	46,969	1	40,595
Director, Tort Law	1	49,200	1	52,200
Supt., Tort Litigation	1	38,520	1	42,000
Supt., Tort Litigation	1	37,260	1	41,800
Supv., Law File Administration	1	30,740	1	32,277
Unit Supv., Paralegals	1	25,238	1	27,294
Senior Trial Counsel	1	40,560	1	42,182
Senior Trial Counsel	1	38,140	1	41,641
Staff Attorney	1	38,000	1	39,000
Staff Attorney	1	37,209	1	39,070
Staff Attorney	1	36,400	1	39,312
Staff Attorney	1	34,650	1	41,382
Staff Attorney	1	34,560	1	35,752
Staff Attorney	1	33,000	1	29,000
Staff Attorney	1	31,800	1	35,372
Staff Attorney	1	31,800	1	34,389
Staff Attorney	1	31,800	1	33,390
Staff Attorney	1	31,000	1	32,566
Staff Attorney	1	34,650	1	37,650
Staff Attorney	1	31,800	1	35,372
Staff Attorney	1	31,300	1	31,320
Staff Attorney	1	30,200	1	31,900
Staff Attorney	1	29,150	1	30,607
Staff Attorney	-	-	1	31,000
Staff Attorney	1	26,500	1	28,657
Staff Attorney	1	22,500	1	25,541
Staff Attorney	1	21,600	1	21,600
Staff Attorney	2	20,000	2	23,100
Paralegal	1	25,753	1	27,040
Paralegal	1	17,145	1	19,802
Paralegal	1	15,515	1	17,919
Docket Information Assistant	1	29,293	1	30,060
Confidential Office Assistant	2	26,426	2	28,170
Legal Asst.	1	31,228	1	31,347
Claims Law Disposition Clerk	1	28,373	1	28,481

GENERAL ATTORNEY

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>
<u>Law (continued)</u>				
Witness Location Clerk I	1	\$26,588	1	\$26,690
Utility Clerk II (Composite)	4	23,397	4	23,487
File Clerk	1	26,588	1	26,690
Receptionist	1	24,982	1	25,077
Clerk I	1	19,607	1	19,682
File Clerk	2	23,019	2	23,107
	<u>47</u>		<u>48</u>	

Labor Relations

Manager, Labor Relations	1	51,200	1	53,073
Director, Contract Administration	1	43,000	1	45,000
Director, Grievance/Arbit. Processes	1	37,664	1	40,000
Senior Labor Relations Rep.	1	30,187	1	30,187
Labor Relations Representative	1	36,489	1	29,000
Labor Relations Specialist	1	30,000	1	30,000
Contract Administration Rep.	1	31,233	1	33,731
Labor Relations Representative	1	32,560	1	34,513
Executive Secretary (Composite)	1	30,056	1	30,807
Labor Relations Representative	1	29,799	1	31,500
Labor Relations Analyst	1	25,000	1	25,000
Confidential Office Assistant	1	21,342	1	22,299
Confidential Office Assistant	1	20,918	1	22,591
Confidential Office Assistant	1	20,660	1	22,312
Confidential Office Assistant	1	24,185	1	24,185
	<u>15</u>		<u>15</u>	

Workers' Compensation

Director, Workers' Compensation	1	50,005	1	52,505
Supv., Workers' Compensation	1	34,964	1	37,761
Administrative Assistant	1	40,914	1	40,914
Workers' Compensation Coordinator II	1	31,236	1	32,802
Workers' Compensation Coordinator II	1	28,014	1	30,297
Workers' Compensation Coordinator II	1	25,920	1	28,032
Workers' Compensation Coordinator II	1	22,680	1	25,542
Workers' Compensation Coordinator II	1	25,300	1	25,047
Workers' Compensation Coordinator I	1	25,300	1	21,012
Executive Secretary	1	26,583	1	27,647
Confidential Office Assistant	1	21,000	1	22,050
Confidential Office Assistant	1	19,380	1	20,542
Confidential Office Assistant	1	15,973	1	17,768
Bilingual Utility Clerk I	1	25,875	1	25,973
	<u>14</u>		<u>14</u>	

GENERAL ATTORNEYPOSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u>	<u>Rate</u>	<u>Budgeted</u>	<u>Rate</u>
	<u>Positions</u>		<u>Positions</u>	
<u>Claims</u>				
Manager, Claims	1	\$50,700	1	\$53,235
Director, Claims Management	1	44,200	1	46,410
Supt., Claims Exam. & Invest.	1	37,000	1	38,850
Supt., Claims Administration	1	36,782	1	39,621
Supv., Claims Exam Bd Inj Prop DMJ	1	35,600	1	37,379
Supv., Claims Exam Bd Inj Prop DMJ	1	32,919	1	35,602
Supv., Claim File Administration	1	30,740	1	32,276
Unit Supv., Claims Comp. Information	1	31,237	1	32,017
Unit Supv., Subrogation	1	35,600	1	37,379
Claims Analyst	1	30,024	1	30,774
Claims Analyst	1	21,600	1	22,680
Claims Analyst	1	32,031	1	22,000
Executive Secretary	1	22,600	1	23,730
Confidential Office Assistant	1	20,000	1	20,370
Confidential Office Assistant	1	14,702	1	18,000
Claims Representative	10	32,477	10	32,602
Claims Representative	3	32,477	3	31,706
Claims Representative	1	30,871	1	32,154
Claims Rep. Property Damage	1	32,477	1	32,602
Claims Rep. Property Damage	1	31,228	1	31,347
Claims Rep. Property Damage	1	30,871	1	30,631
Claims Law Coordinator	1	30,337	1	30,452
Bilingual Claims/Law Coord.	1	30,337	1	30,452
Claims Accident Clerk	1	30,337	1	27,585
Claims Investigation Clerk	1	27,302	1	27,406
Utility Clerk II (Composite)	1	26,588	1	26,690
Utility Clerk II (Composite)	1	23,397	1	23,487
Data Entry Clerk	1	23,397	1	23,487
Utility Clerk I (Composite)	2	25,875	2	25,973
Utility Clerk I (Composite)	2	21,217	2	21,298
Utility Clerk I (Composite)	1	20,925	1	21,004
Utility Clerk I (Composite)	1	20,631	1	20,710
Utility Clerk I (Composite)	1	25,875	1	18,639
Utility Clerk I (Composite)	1	26,588	1	16,569
Index Clerk III	1	25,875	1	25,973
File Clerk	1	23,019	1	23,107
	<u>49</u>		<u>49</u>	

GENERAL ATTORNEY

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>
	<u>Real Estate</u>			
Director, Real Estate	1	\$48,760	1	\$55,370
Supv., Real Estate Services	1	36,779	1	38,618
Building Maintenance Coord.	1	24,200	1	28,095
Building Maintenance Coord.	1	24,200	1	25,673
Real Estate Representative	1	32,477	1	32,602
Asst. Title Rental Agent I	1	29,443	1	29,556
Stenographer I	1	25,875	1	25,973
	<u>7</u>		<u>7</u>	
Total Full-Time Permanent	<u>137</u>		<u>139</u>	
	<u>Part-Time Temporary</u>			
Paralegal	<u>1</u>	6,760	<u>1</u>	7,808
Total	<u>138</u>		<u>140</u>	

INTERGOVERNMENTAL AFFAIRS

Responsibilities and Objectives

The Unit is responsible for developing and implementing CTA's legislative program, monitoring State and Federal legislation and regulations, maintaining a liaison with Federal and State legislatures and other governmental units and related agencies, providing a legal analysis of legislative issues and language, advising management on the effect of legislative action on CTA finances and operations and developing regulatory comments on proposed Federal regulations.

Key Objectives/Programs for 1985:

1. Closely monitor Federal authorization and appropriation legislation for the Urban Mass Transportation Administration and use such legislation as vehicles for CTA's 1985 Federal legislative agenda.
2. Promote the retention and possible expansion of the mass transit provisions of Safe Harbor Leasing and to seek other legislative tax advantages which may arise.
3. Encourage the establishment of a regional process to develop a Federal legislative program that has the full support of CTA, RTA and other service boards and related agencies.
4. Closely monitor the implementation of the 1983 RTA legislation and identify legislative improvements that could be and seek the implementation of such improvements.
5. Provide support to the Chairman as a member of the RTA Board by providing analysis of proposed RTA Board actions.
6. Develop a computerized legislative tracking system through the use of Federal and State legislative data base services.
7. Establish a legislative reporting process for the CTA Board and management to keep them informed of legislative activity.
8. Expand CTA liaison with other related governmental agencies and business associations to maintain or develop their support for CTA's services.

INTERGOV'T AFFAIRS

	1984 BUDGET	1984 PROJECTION	1985 PROPOSED BUDGET
<u>OPERATING:</u>			
BASE LABOR COST			101,400
LABOR LOADING AMOUNT			55,300
WAGE & SALARY ADJUSTMENT			
TOTAL LABOR EXPENSE			156,700
TOTAL MATERIAL EXPENSE			1,500
ALLOWANCE - TOOLS & PASSES			
POWER - REVENUE VEHICLES			
UTILITIES			
MAINTENANCE & REPAIR			
ADVERTISING & PROMOTION			
OTHER SERVICES			34,100
MEETINGS & SEMINARS			17,000
TRAINING			
REIMBURSED AUTO EXPENSE			
GENERAL TAXES			
LEASES & RENTALS			
GENERAL EXPENSES			6,300
DATACENTER EXPENSE ALLOCATION			11,700
CASUALTY & LIABILITY LOSSES			
CORPORATE INSURANCE PREMIUM			
TECHNICAL STUDIES EXPENSE			
TOTAL OTHER EXPENSE			69,100
TOTAL OPERATING EXPENSE	=====	=====	227,300 =====
 <u>NON-OPERATING:</u>			
BASE LABOR COST			
LABOR LOADING AMOUNT			
WAGE & SALARY ADJUSTMENT			
TOTAL LABOR EXPENSE			
TOTAL MATERIAL EXPENSE			
TOTAL OTHER EXPENSE			
TOTAL NON-OPERATING EXPENSE	=====	=====	=====

DESCRIPTION	1984 BUDGET	1984 PROJECTED RESULTS	1985- CURRENT ACTIVITY	1985- PROPOSED ADDITIONS	1985- PROPOSED BUDGET
EMPLOYEES:					
-----	-----	-----	-----	-----	-----
FULL TIME PERM FTP			3	1	4
FULL TIME TEMP FTT					
PART TIME TEMP PTT					
PART TIME PERM PTP					
TOTAL EMPLOYEES			3	1	4
-----	-----	-----	-----	-----	-----
CAPITAL PROJECT EMPS					
HOURS:					
-----	-----	-----	-----	-----	-----
OPERATING HOURS			5,577	1,380	6,957
NON-OPERATING HOURS					
TOTAL HOURS			5,577	1,380	6,957
-----	-----	-----	-----	-----	-----
OPERATING \$:					
-----	-----	-----	-----	-----	-----
LABOR			132,600	24,100	156,700
MATERIAL			1,500		1,500
OTHER			69,100		69,100
TOTAL OPERATING			203,200	24,100	227,300
-----	-----	-----	-----	-----	-----
NON-OPERATING \$:					
-----	-----	-----	-----	-----	-----
LABOR					
MATERIAL					
OTHER					
TOTAL NON-OPER					
-----	-----	-----	-----	-----	-----
TOTAL OPER & NON-OPER			203,200	24,100	227,300
-----	-----	-----	-----	-----	-----

INTERGOVERNMENTAL AFFAIRS
1985 PROPOSED ADDITIONAL POSITIONS

<u>Job Title</u>	<u>Budgeted Positions</u>	<u>Rate</u>
Intergovernmental Affairs Assistant	<u>1</u>	\$22,500
Total	<u><u>1</u></u>	

INTERGOVERNMENTAL AFFAIRS

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>
Intergovernmental Affairs Officer	-	-	1	\$45,565
Executive Secretary	-	-	1	29,218
Intergovernmental Affairs Asst.	-	-	<u>1</u>	22,500
Total			<u><u>3</u></u>	

EXECUTIVE DIRECTOR

	1984 BUDGET	1984 PROJECTION	1985 PROPOSED BUDGET
OPERATING:			
BASE LABOR COST	180,611	160,796	176,900
LABOR LOADING AMOUNT	83,989	76,513	96,400
WAGE & SALARY ADJUSTMENT		3,900	
TOTAL LABOR EXPENSE	264,600	241,209	273,300
TOTAL MATERIAL EXPENSE	5,700	4,536	5,000
ALLOWANCE - TOOLS & PASSES			
POWER - REVENUE VEHICLES			
UTILITIES		345	500
MAINTENANCE & REPAIR	400	200	200
ADVERTISING & PROMOTION			
OTHER SERVICES		2,500	5,000
MEETINGS & SEMINARS	13,200	15,239	15,000
TRAINING			
REIMBURSED AUTO EXPENSE			
GENERAL TAXES			
LEASES & RENTALS	800	60	
GENERAL EXPENSES	4,100	2,883	4,000
DATACENTER EXPENSE ALLOCATION			11,700
CASUALTY & LIABILITY LOSSES			
CORPORATE INSURANCE PREMIUM			
TECHNICAL STUDIES EXPENSE			
TOTAL OTHER EXPENSE	18,500	21,227	36,400
TOTAL OPERATING EXPENSE	288,800	266,972	314,700
	=====	=====	=====
NON-OPERATING			
BASE LABOR COST			
LABOR LOADING AMOUNT			
WAGE & SALARY ADJUSTMENT			
TOTAL LABOR EXPENSE			
TOTAL MATERIAL EXPENSE			
TOTAL OTHER EXPENSE			
TOTAL NON-OPERATING EXPENSE			
	=====	=====	=====

DESCRIPTION	1984 BUDGET	1984 PROJECTED RESULTS	1985 CURRENT ACTIVITY	1985 PROPOSED ADDITIONS	1985 PROPOSED BUDGET
EMPLOYEES:					

FULL TIME PERM FTP	5	5	5		5
FULL TIME TEMP FIT					
PART TIME TEMP PTT					
PART TIME PERM PTP					
TOTAL EMPLOYEES	5	5	5		5
=====					
CAPITAL PROJECT EMPS					
HOURS:					

OPERATING HOURS	8,960	8,652	9,040		9,040
NON-OPERATING HOURS					
TOTAL HOURS	8,960	8,652	9,040		9,040
=====					
OPERATING \$:					

LABOR	264,600	241,209	273,300		273,300
MATERIAL	5,700	4,536	5,000		5,000
OTHER	18,500	21,227	36,400		36,400
=====					
TOTAL OPERATING	288,800	266,972	314,700		314,700
=====					
NON-OPERATING \$:					

LABOR					
MATERIAL					
OTHER					
TOTAL NON-OPER					
=====					
TOTAL OPER & NON-OPR	288,800	266,972	314,700		314,700
=====					

EXECUTIVE DIRECTOR

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>
Executive Director	1	\$75,000	1	\$78,000
Special Asst. to Executive Director	1	57,467	1	35,000
Office Manager	1	34,252	1	35,108
Administrative Aide	1	27,633	1	28,324
Confidential Office Assistant	<u>1</u>	17,566	<u>1</u>	20,520
Total	<u>5</u>		<u>5</u>	

POLICE LIAISON

Responsibilities and Objectives

To maintain a continuing working relationship between the various departments of the Authority and the appropriate units of the Chicago Police Department and other law enforcement agencies.

Key Objectives/Programs for 1985:

To insure that legitimate requests for police assistance are met.

POLICE LIAISON

	1984 BUDGET	1984 PROJECTION	1985 PROPOSED BUDGET
<u>OPERATING:</u>			
BASE LABOR COST		86,998	159,800
LABOR LOADING AMOUNT		42,043	87,100
WAGE & SALARY ADJUSTMENT		3,500	
TOTAL LABOR EXPENSE		132,541	246,900
TOTAL MATERIAL EXPENSE		800	1,500
ALLOWANCE - TOOLS & PASSES			
POWER - REVENUE VEHICLES			
UTILITIES			
MAINTENANCE & REPAIR			
ADVERTISING & PROMOTION			
OTHER SERVICES		15,000	700,000
MEETINGS & SEMINARS		1,000	1,000
TRAINING			
REIMBURSED AUTO EXPENSE			
GENERAL TAXES			
LEASES & RENTALS		2,691	
GENERAL EXPENSES		1,280	2,200
DATACENTER EXPENSE ALLOCATION			
CASUALTY & LIABILITY LOSSES			
CORPORATE INSURANCE PREMIUM			
TECHNICAL STUDIES EXPENSE			
TOTAL OTHER EXPENSE		19,971	703,200
TOTAL OPERATING EXPENSE		153,312	951,600
	=====	=====	=====
<u>NON-OPERATING:</u>			
BASE LABOR COST			
LABOR LOADING AMOUNT			
WAGE & SALARY ADJUSTMENT			
TOTAL LABOR EXPENSE			
TOTAL MATERIAL EXPENSE			
TOTAL OTHER EXPENSE			
TOTAL NON-OPERATING EXPENSE			
	=====	=====	=====

DESCRIPTION	1984		1985		1985		1985	
	BUDGET	PROJECTED RESULTS	CURRENT ACTIVITY	PROPOSED ADDITIONS	PROPOSED BUDGET			
EMPLOYEES:								
FULL TIME PERM FTP	2	5	5		5			
FULL TIME TEMP FTT								
PART TIME TEMP PTT								
PART TIME PERM PTP								
TOTAL EMPLOYEES	2	5	5		5			
CAPITAL PROJECT EMPS								
HOURS:								
OPERATING HOURS		5,032	8,995		8,995			
NON-OPERATING HOURS								
TOTAL HOURS		5,032	8,995		8,995			
OPERATING \$:								
LABOR		132,541	246,900		246,900			
MATERIAL		800	1,500		1,500			
OTHER		19,971	603,200		100,000			
TOTAL OPERATING		153,312	851,600		100,000			
NON-OPERATING \$:								
LABOR								
MATERIAL								
OTHER								
TOTAL NON-OPER								
TOTAL OPER & NON-OPR		153,312	851,600		100,000			

POLICE LIAISON

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted Positions</u>	<u>Rate</u>	<u>Budgeted Positions</u>	<u>Rate</u>
Manager, Police Liaison	-	\$ -	1	\$53,676
Police Liaison Representative	1	38,500	1	39,463
Police Liaison Representative	1	34,976	1	35,850
Police Liaison Representative	-	-	1	30,000
Confidential Office Assistant	-	-	1	22,617
	<u>2</u>		<u>5</u>	
Total	<u>2</u>		<u>5</u>	

BUDGET DEPARTMENT

Responsibilities and Objectives

To provide the Authority with the capability for the efficient utilization of resources through budget planning and control, for anticipation of significant cost and revenue changes, and for the development of recommendations for the improvement of organizational effectiveness. To meet these responsibilities the department is organized into three sections:

1. Budget Development and Analysis
2. Budget Planning and Systems
3. Management and Program Analysis

Key Objectives/Programs for 1985:

1. Development of agency budget, from compilation and analysis of budget requests through executive review, public hearing and Board adoption.
2. Regular review of budget performance through communication of variances to budgeting units, budget review sessions and budget variance reports to management.
3. Assistance in the control of expenditures through concurrence on contracts and personnel actions.
4. Assistance in major budget/financial policy decisions, including attempts to secure new public funding.
5. Analysis of key opportunities for cost savings, improved operations or increased organizational efficiency and effectiveness.
6. Budget liaison with RTA, other funding bodies.
7. Monitoring of federal/state/local funding programs.
8. Operation of the Position Control System which links the budget and personnel systems.
9. Continue the development and refinement of the new Performance Report to the Board.
10. Meet the requirements of the new State legislation regarding budget and financial plan submission to the new Regional Transportation Authority, including the accelerated budget schedule.
11. Continue the development of an Office Automation plan and program, including a recommendation for the organizational location of the function.

BUDGET DEPARTMENT

	1984 BUDGET	1984 PROJECTION	1985 PROPOSED BUDGET
OPERATING:			
BASE LABOR COST	351,460	383,732	470,200
LABOR LOADING AMOUNT	163,440	183,178	256,300
WAGE & SALARY ADJUSTMENT		10,000	
TOTAL LABOR EXPENSE	514,900	576,910	726,500
TOTAL MATERIAL EXPENSE	10,900	172,867	4,000
ALLOWANCE - TOOLS & PASSES			
POWER - REVENUE VEHICLES			
UTILITIES			
MAINTENANCE & REPAIR	300	300	35,300
ADVERTISING & PROMOTION			
OTHER SERVICES	1,500	50,715	52,200
MEETINGS & SEMINARS	4,000	3,023	6,700
TRAINING			1,500
REIMBURSED AUTO EXPENSE			
GENERAL TAXES			
LEASES & RENTALS	5,700	5,991	6,000
GENERAL EXPENSES	800	764	2,900
DATACENTER EXPENSE ALLOCATION	619,000	306,832	402,400
CASUALTY & LIABILITY LOSSES			
CORPORATE INSURANCE PREMIUM			
TECHNICAL STUDIES EXPENSE			
TOTAL OTHER EXPENSE	631,300	367,625	507,000
TOTAL OPERATING EXPENSE	1,157,100	1,117,402	1,237,500
	=====	=====	=====
NON-OPERATING			
BASE LABOR COST		1,159	
LABOR LOADING AMOUNT		498	
WAGE & SALARY ADJUSTMENT			
TOTAL LABOR EXPENSE		1,657	
TOTAL MATERIAL EXPENSE			
TOTAL OTHER EXPENSE			
TOTAL NON-OPERATING EXPENSE		1,657	
	=====	=====	=====

DATE 10/07/84
0001

C H I C A G O T R A N S I T A U T H O R I T Y
PROPOSED BUDGET BY MAJOR OBJECT
EMPLOYEES--HOURS--EXPENSES

AREA 0070
BUDGET DEPARTMENT

DESCRIPTION	1984 BUDGET	1984		1985		1985		1985
		PROJECTED RESULTS	CURRENT ACTIVITY	PROPOSED	ADDITIONS	PROPOSED BUDGET	ROLLS UP TO AREA	
EMPLOYEES								

FULL TIME PERM FTP	12	14	14	2		16		
FULL TIME TEMP FTT								
PART TIME TEMP PTT								
PART TIME PERM PTP								
TOTAL EMPLOYEES	12	14	14	2		16		

CAPITAL PROJECT EMPS								
HOURS:								

OPERATING HOURS	22,368	23,996	25,848	2,598		28,446		
NON-OPERATING HOURS		72						
TOTAL HOURS	22,368	24,068	25,848	2,598		28,446		

OPERATING \$:								

LABOR	514,900	576,910	679,400	47,100		726,500		
MATERIAL	10,900	172,867	4,000			4,000		
OTHER	631,300	367,625	472,000	35,000		507,000		
TOTAL OPERATING	1,157,100	1,117,402	1,155,400	82,100		1,237,500		

NON-OPERATING \$:								

LABOR		1,657						
MATERIAL								
OTHER								
TOTAL NON-OPER		1,657						

TOTAL OPER & NON-OPR	1,157,100	1,119,059	1,155,400	82,100		1,237,500		

BUDGET

1985 PROPOSED ADDITIONAL POSITIONS

<u>Job Title</u>	<u>Budgeted Positions</u>	<u>Rate</u>
Budget Analyst	1	\$28,500
Confidential Office Assistant	<u>1</u>	15,000
Total	<u><u>2</u></u>	

BUDGET
POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>
Manager, Budget	1	\$52,930	1	\$56,635
Supt., Budget Dev. & Analysis	1	38,199	1	41,300
Supt., Budget Planning & Systems	1	38,199	1	41,300
Supt., Office Automation	-	-	1	38,000
Senior Budget Systems Specialist	1	38,220	1	40,100
Senior Budget Analyst	1	34,454	1	36,500
Senior Budget Analyst	1	34,401	1	36,500
Senior Budget Analyst	1	33,488	1	35,200
Senior Program Analyst	1	33,488	1	36,200
Position Control System Coord.	1	30,240	1	34,500
Position Control Analyst	1	28,090	1	29,500
Office Automation Coordinator	-	-	1	25,403
Administrative Assistant, Budget	1	25,841	1	28,000
Staff Assistant, Budget	<u>1</u>	<u>16,823</u>	<u>1</u>	<u>17,500</u>
Total	<u>12</u>		<u>14</u>	

PUBLIC AFFAIRS

Responsibilities and Objectives

The Public Affairs Department provides four services to CTA:

Public Affairs services the news media through issuance of news releases and interviews to keep the riding public informed of CTA activities, service improvements, and special services.

Publications produces editorial content and camera-ready artwork for printed publications that inform the public and employees of CTA services, activities and programs.

Communications delivers high quality audio-visual programs at the lowest cost possible. Programs produced will be for both training support and corporate information and will be video-tape, slides or audio tape.

Customer Assistance receives, researches, processes, and responds to customer complaints, commendations, inquiries, and suggestions.

Key Objectives/Programs for 1985:

1. Public Affairs section will strive harder to help improve the image of the CTA with more positive stories and will continue to work with community newspapers localizing and tailoring stories to serve specific areas.
2. Produce a regular CTA Transit News employee magazine.
3. Produce publications that inform the public of CTA services, including but not limited to the following:
 - A. CTA Culture Bus publications.
 - B. CTA map (combined effort with Operations Planning).
 - C. Other service-oriented publications as the need is determined.
4. Increase the number of different types of publications that inform the public of CTA services by producing more publications that promote specific services or service areas, or that explain specific service problems encountered by the public.
5. Artwork requested by other departments when it does not interfere with fulfilling the four objectives listed above.

Key Objectives/Programs for 1985: (continued)

6. Produce CTA video programs for use on Chicago cable public access channels.
7. Produce Operations training video programs on the following:
 - A. Demonstration of Principles of Defensive Driving
 - B. Winter Driving Orientation
 - C. Winter Train Operation
 - D. Bus/Rail Standard Operations Procedures
 - E. Monthly Trainroom Refresher programs
 - F. Employee Safety/Performance program
 - G. Passenger Relations-Rail
 - H. Bus/Rail Supervisory Refresher programs
 - I. Motor-cab Operation
8. Develop series of videotapes for Law Department including formatted "Interview Techniques" and "Courtroom Procedures".
9. Produce videotapes for Maintenance Department including New Employee Orientation and training programs.
10. Improve processing of and response times to customer communications through the successful implementation and refinement of the Customer Assistance Reporting and Tabulating System (CARATS).
11. Decrease the level of unnecessary stress and the potential for "burnout" among Customer Assistance employees by providing increased opportunities for their attendance at seminars, professional gatherings, and CTA planning and operating meetings.

PUBLIC AFFAIRS

	1984 BUDGET	1984 PROJECTION	1985 PROPOSED BUDGET
OPERATING:			
BASE LABOR COST	725,944	661,605	727,600
LABOR LOADING AMOUNT	337,556	313,497	396,600
WAGE & SALARY ADJUSTMENT		12,700	
TOTAL LABOR EXPENSE	1,063,500	987,802	1,124,200
TOTAL MATERIAL EXPENSE	23,100	13,218	18,900
ALLOWANCE - TOOLS & PASSES			
POWER - REVENUE VEHICLES			
UTILITIES	3,000		
MAINTENANCE & REPAIR	1,600	1,032	1,100
ADVERTISING & PROMOTION	34,400	85,126	363,200
OTHER SERVICES	24,500	18,648	19,900
MEETINGS & SEMINARS	5,500	5,005	5,300
TRAINING			5,000
REIMBURSED AUTO EXPENSE	700	97	
GENERAL TAXES			
LEASES & RENTALS	17,000	6,940	7,300
GENERAL EXPENSES	47,500	34,980	38,500
DATACENTER EXPENSE ALLOCATION	51,400	21	17,600
CASUALTY & LIABILITY LOSSES			
CORPORATE INSURANCE PREMIUM			
TECHNICAL STUDIES EXPENSE			
TOTAL OTHER EXPENSE	185,600	151,849	457,900
TOTAL OPERATING EXPENSE	1,272,200	1,152,869	1,601,000
	=====	=====	=====
NON-OPERATING:			
BASE LABOR COST			
LABOR LOADING AMOUNT			
WAGE & SALARY ADJUSTMENT			
TOTAL LABOR EXPENSE			
TOTAL MATERIAL EXPENSE			
TOTAL OTHER EXPENSE			
TOTAL NON-OPERATING EXPENSE			
	=====	=====	=====

DESCRIPTION	1984- BUDGET	1984- PROJECTED RESULTS			1985- CURRENT ACTIVITY			1985- PROPOSED ADDITIONS			1985- PROPOSED BUDGET		
EMPLOYEES:													
FULL TIME PERM FTP	26		25		25			2			27		
FULL TIME TEMP FIT													
PART TIME TEMP PIT													
PART TIME PERM PTP													
TOTAL EMPLOYEES	26		25		25			2			27		
CAPITAL PROJECT EMPS													
HOURS:													
OPERATING HOURS	53,360		46,964		46,203			2,760			48,963		
NON-OPERATING HOURS													
TOTAL HOURS	53,360		46,964		46,203			2,760			48,963		
OPERATING \$:													
LABOR	1,063,500		987,802		1,048,300			75,900			1,124,200		
MATERIAL	23,100		13,218		13,700			5,200			18,900		
OTHER	185,600		151,849		152,900			305,000			457,900		
TOTAL OPERATING	1,272,200		1,152,869		1,214,900			386,100			1,601,000		
NON-OPERATING \$:													
LABOR													
MATERIAL													
OTHER													
TOTAL NON-OPER													
TOTAL OPER & NON-OPR	1,272,200		1,152,869		1,214,900			386,100			1,601,000		

PUBLIC AFFAIRS

1985 PROPOSED ADDITIONAL POSITIONS

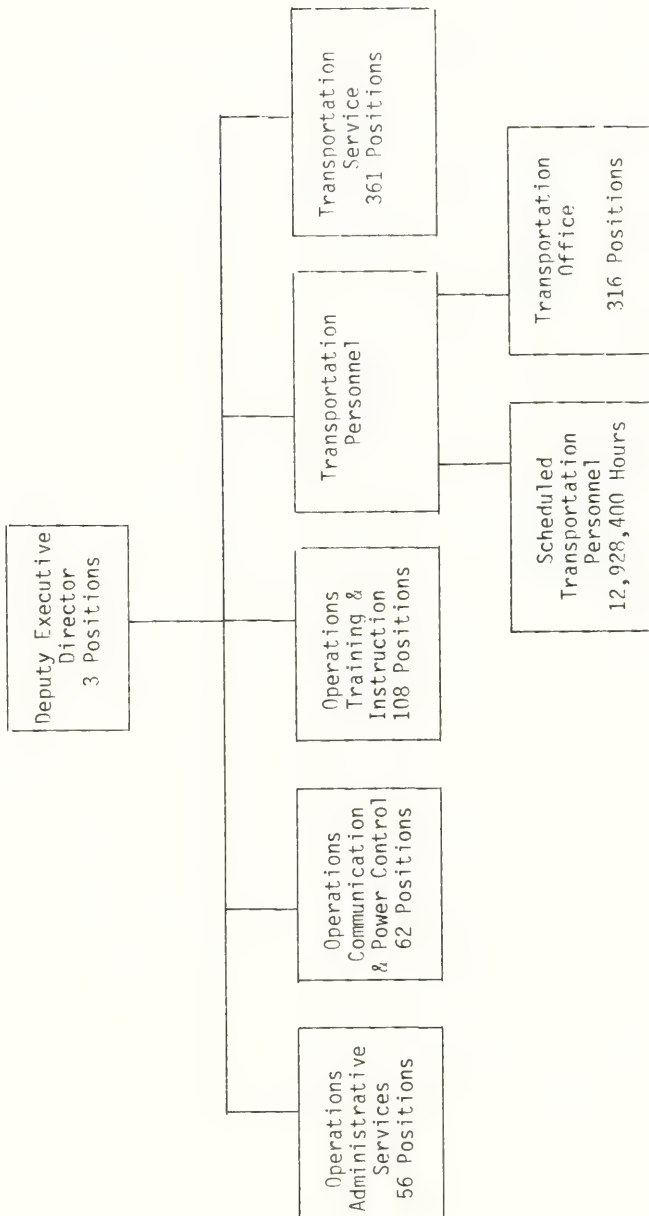
<u>Job Title</u>	<u>Budgeted Positions</u>	<u>Rate</u>
Marketing Director	1	\$42,000
Marketing Analyst	<u>1</u>	28,500
Total	<u><u>2</u></u>	

PUBLIC AFFAIRS

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted Positions</u>	<u>Rate</u>	<u>Budgeted Positions</u>	<u>Rate</u>
Mgr., Public Affairs	1	\$47,188	1	\$49,075
Director, Publications	1	35,877	1	37,670
Superintendent, Customer Assistance	1	34,123	1	35,800
Supervisor, Communications	1	36,830	1	38,600
Public Information Coordinator	1	25,970	1	27,320
Media Coordinator	1	37,490	1	39,350
Media Coordinator	1	30,000	1	38,895
Communications Coordinator	1	25,149	1	26,400
Community Relations Coordinator	1	25,275	1	26,500
Customer Assistance Coordinator	1	29,133	1	30,500
Customer Assistance Coordinator	1	24,968	1	26,375
Feature Writer & Editorial Assistant	1	31,489	1	33,050
Graphics Designer & Prod. Asst.	1	21,730	1	25,095
Graphics Designer & Prod. Asst.	1	30,337	1	23,300
Community News Representative	1	26,282	1	27,595
Special Project Coordinator	1	26,158	1	27,465
Confidential Office Asst.	1	17,490	1	19,285
Confidential Office Asst.	1	19,023	1	17,000
Technical Writer	1	28,815	1	30,250
Executive Secretary	1	30,435	-	-
Customer Service Rep. I	2	30,337	2	30,452
Stenographer II (Composite)	1	26,588	1	26,690
Typist II (Composite)	1	25,875	1	25,973
Training Services Clerk	1	25,875	1	25,973
Typist I (Composite)	<u>1</u>	<u>24,982</u>	<u>1</u>	<u>25,077</u>
Total	<u>26</u>		<u>25</u>	

OPERATIONS DIVISION



DEPUTY EXECUTIVE DIRECTOR--OPERATIONS

Responsibilities and Objectives

Direct and coordinate the activities of the Operations Division. Motivate management and personnel of the Transportation Personnel, Transportation Service, Operations Communication & Power Control, Operations Training & Instruction and Operations Administrative Services Departments to continue our strive for excellence. Manage all operations functions to allow CTA to provide the best possible public transit services.

Key Objectives/Programs for 1985:

1. Plan and promote expansion and increased utilization of "user friendly" computerized systems within Operations Division.
2. Increase interpersonal communication between all members of staff (i.e., operating employees, administrative employees, professionals and management).
3. Expand incentive programs to motivate employees toward improved performance and increased productivity.
4. Expand capability for clandestine observations of employees and increased undercover monitoring of their performance.
5. Improve direct radio communication to all operating employees, supervisory staff, and other departments.
6. Develop new methods and techniques to handle traditional tasks more efficiently and effectively.

DEP EX DIR OPERATIONS

	1984 BUDGET	1984 PROJECTION	1985 PROPOSED BUDGET
OPERATING:			
BASE LABOR COST	204,491	161,546	113,100
LABOR LOADING AMOUNT	95,088	76,625	61,600
WAGE & SALARY ADJUSTMENT		3,300	
TOTAL LABOR EXPENSE	299,579	241,471	174,700
TOTAL MATERIAL EXPENSE	3,100	1,562	2,100
ALLOWANCE - TOOLS & PASSES			
POWER - REVENUE VEHICLES			
UTILITIES		6	
MAINTENANCE & REPAIR		135	200
ADVERTISING & PROMOTION			
OTHER SERVICES			
MEETINGS & SEMINARS	12,500	17,698	11,000
TRAINING	15,000	14,656	15,000
REIMBURSED AUTO EXPENSE			
GENERAL TAXES			
LEASES & RENTALS	1,000	1,525	2,000
GENERAL EXPENSES	142,300	137,055	138,200
DATACENTER EXPENSE ALLOCATION	477,200	26,072	109,300
CASUALTY & LIABILITY LOSSES			
CORPORATE INSURANCE PREMIUM			
TECHNICAL STUDIES EXPENSE			
TOTAL OTHER EXPENSE	648,000	197,147	275,700
TOTAL OPERATING EXPENSE	950,679	440,180	452,500
	=====	=====	=====
NON-OPERATING			
BASE LABOR COST		837	
LABOR LOADING AMOUNT		389	
WAGE & SALARY ADJUSTMENT			
TOTAL LABOR EXPENSE		1,226	
TOTAL MATERIAL EXPENSE			
TOTAL OTHER EXPENSE		1,539	
TOTAL NON-OPERATING EXPENSE		2,765	
	=====	=====	=====

AREA 0101		C H I C A G O T R A N S I T A U T H O R I T Y				DATE 10/03/84	
DEF EX DIR OPERATIONS		PROPOSED BUDGET BY MAJOR OBJECT				ROLLS UP TO AREA 0100	
		EMPLOYEES HOURS EXPENSES					
DESCRIPTION	1984----- BUDGET	1984-----		1985-----		1985----- PROPOSED BUDGET	
		PROJECTED RESULTS	CURRENT ACTIVITY	PROPOSED ADDITIONS			
EMPLOYEES:							

FULL TIME PERM FIP	3	3	3			3	
FULL TIME TEMP FIT							
PART TIME TEMP PIT							
PART TIME PERM PIP							
TOTAL EMPLOYEES	3	3	3			3	

CAPITAL PROJECT EMPMS							
HOURS:							

OPERATING HOURS	11,106	8,398	5,512			5,512	
NON-OPERATING HOURS		40					
TOTAL HOURS	11,106	8,438	5,512			5,512	

OPERATING \$:							

LABOR	299,579	241,471	174,700			174,700	
MATERIAL	3,100	1,562	2,100			2,100	
OTHER	648,000	197,147	275,700			275,700	
TOTAL OPERATING	950,679	440,180	452,500			452,500	

NON-OPERATING \$:							

LABOR		1,226					
MATERIAL		1,539					
OTHER							
TOTAL NON-OPER		2,765					

TOTAL OPER & NON-OPR	950,679	442,945	452,500			452,500	

DEPUTY EXECUTIVE DIRECTOR--OPERATIONS

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted Positions</u>	<u>Rate</u>	<u>Budgeted Positions</u>	<u>Rate</u>
Deputy Executive Director, Operations	1	\$65,000	1	\$69,550
Administrative Aide	1	29,900	1	32,900
Executive Secretary	<u>1</u>	27,040	<u>1</u>	27,900
Total	<u>3</u>		<u>3</u>	

OPERATIONS ADMINISTRATIVE SERVICES

Responsibilities and Objectives

Develop and monitor performance criteria to ensure that all Operations Division employees and departments meet their goals. Procure the necessary resources and provide administrative support for other departments in the division. Determine operational strategies for Operations Division and coordinate management of these strategies so goals and objectives can be realized.

Key Objectives/Programs for 1985:

1. Administer the Manpower Utilization and Performance Charting Indication System. Develop the performance indicator criteria for all other departments to allow for expansion of system throughout the division.
2. Inspect every fare-collecting employee annually.
3. Investigate all claims regarding misuse of fare registering devices, or the mishandling of fares or revenue.
4. Inventory all equipment, furniture and property assigned to the Operations Division. Provide representation for the division on various capital improvement and maintenance projects.
5. Automate the bus, rail and ticket agent picks.
6. Monitor monthly fire drills at all operating locations, perform safety inspections to minimize accidents, investigate the causes of previous occurrences and find solutions to prevent recurrence.
7. Develop security checks in our fare collection system.
8. Monitor employee performance to ensure compliance with all Operations Division's policies and directives.
9. Coordinate the installation of our new fare collection system within the Operations Division.
10. Monitor new uniform program.

OPERATIONS ADMIN DEPT

	1984 BUDGET	1984 PROJECTION	1985 PROPOSED BUDGET
OPERATING			
BASE LABOR COST	1,004,490	1,038,353	1,304,900
LABOR LOADING AMOUNT	467,087	493,157	711,200
WAGE & SALARY ADJUSTMENT		22,300	
TOTAL LABOR EXPENSE	1,471,577	1,553,810	2,016,100
TOTAL MATERIAL EXPENSE	21,200	19,817	15,200
ALLOWANCE - TOOLS & PASSES			
POWER - REVENUE VEHICLES			
UTILITIES			
MAINTENANCE & REPAIR	500	100	100
ADVERTISING & PROMOTION	300	300	300
OTHER SERVICES			100,000
MEETINGS & SEMINARS			800
TRAINING			
REIMBURSED AUTO EXPENSE			
GENERAL TAXES			
LEASES & RENTALS	500	536	500
GENERAL EXPENSES	22,500	21,998	23,300
DATACENTER EXPENSE ALLOCATION			
CASUALTY & LIABILITY LOSSES			
CORPORATE INSURANCE PREMIUM			
TECHNICAL STUDIES EXPENSE			
TOTAL OTHER EXPENSE	23,800	22,934	125,000
TOTAL OPERATING EXPENSE	1,516,577	1,596,561	2,156,300
	=====	=====	=====
NON-OPERATING			
BASE LABOR COST			
LABOR LOADING AMOUNT			
WAGE & SALARY ADJUSTMENT			
TOTAL LABOR EXPENSE			
TOTAL MATERIAL EXPENSE			
TOTAL OTHER EXPENSE			
TOTAL NON-OPERATING EXPENSE			
	=====	=====	=====

AREA	O190	OPERATIONS ADMIN DEPT	C H I C A G O T R A N S I T A U T H O R I T Y				ROLLS UP TO AREA		DATE 10/03/84
			PROPOSED BUDGET BY MAJOR OBJECT				O100		
			EMPLOYEES--HOURS--EXPENSES						
			1984	1985	1985	1985	1985		
DESCRIPTION			PROJECTED RESULTS	CURRENT ACTIVITY	PROPOSED ADDITIONS	PROPOSED BUDGET			
EMPLOYEES									
FULL TIME PERM FTT			40	41	41	11	52		
FULL TIME TEMP FTT							4		
PART TIME PERM PTT			2	4	4				
PART TIME TEMP PTT									
TOTAL EMPLOYEES			42	45	45	11	56		
CAPITAL PROJECT EMPS									
HOURS									
OPERATING HOURS			72,098	76,250	81,680	15,180	96,860		
NON-OPERATING HOURS									
TOTAL HOURS			72,098	76,250	81,680	15,180	96,860		
OPERATING \$:									
LABOR			1,471,577	1,553,810	1,796,100	220,000	2,016,100		
MATERIAL			21,200	19,817	15,200		15,200		
OTHER			23,800	22,934	25,000	100,000	125,000		
TOTAL OPERATING			1,516,577	1,596,561	1,836,300	320,000	2,156,300		
NON-OPERATING \$:									
LABOR									
MATERIAL									
OTHER									
TOTAL NON-OPER									
TOTAL OPER & NON-OPER			1,516,577	1,596,561	1,836,300	320,000	2,156,300		

OPERATIONS ADMINISTRATIVE SERVICES

1985 PROPOSED ADDITIONAL POSITIONS

<u>Job Title</u>	<u>Budgeted Positions</u>	<u>Rate</u>
Planning Analyst	1	\$28,500
Executive Secretary	1	22,000
Confidential Office Assistant	<u>9</u>	15,000
Total	<u><u>11</u></u>	

OPERATIONS ADMINISTRATIVE SERVICES

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>
Mgr., Operations Administrative Services	1	\$46,100	1	\$48,880
Dir., Administration & Quality Control	1	35,000	1	38,934
Dir., Technical Services & Data Control	1	47,500	1	48,688
Supt., Administrative Services	1	35,900	1	38,054
Supt., Budget & Position Control	1	32,865	1	35,494
Manpower Coordinator	1	30,395	1	30,395
Supv., Data Processing	1	32,885	1	35,187
Supv., Technical Services	1	32,881	1	35,511
Supv., Operations Programs	1	34,500	1	36,570
Supv., Performance Control	1	27,685	1	32,891
Planning Analyst	1	32,857	1	34,697
Principal Safety Analyst	1	33,400	1	35,070
Principal Safety Analyst	1	32,500	1	35,175
Performance Control Specialist	1	27,685	1	28,378
Performance Control Specialist	1	27,466	1	28,153
Performance Control Specialist	1	27,134	1	27,998
Performance Control Specialist	1	27,134	1	27,678
Performance Control Specialist	1	26,582	1	27,588
Performance Control Specialist	1	26,472	1	27,319
Performance Control Specialist	1	26,362	1	27,316
Performance Control Specialist	1	26,032	1	27,861
Performance Control Specialist	1	25,811	1	27,315
Performance Control Specialist	1	25,479	1	26,498
Performance Control Specialist	1	25,148	1	26,657
Performance Control Specialist	1	23,825	1	24,301
Transportation Programs Analyst	1	31,000	1	32,860
Transportation Programs Analyst	1	30,160	1	31,970
Confidential Office Assistant	1	14,000	1	22,260
Confidential Office Assistant	1	14,000	1	16,247
Transportation Clerk IV	1	31,228	1	31,347
Transportation Clerk I	2	27,302	2	27,406
Stenographer II (Composite)	1	26,588	1	26,690
Stenographer II (Composite)	2	23,397	2	23,487
Clerk III	1	25,875	1	25,973
Receptionist	1	24,982	1	25,077
Clerk Stenographer	1	24,982	1	25,077
Typist I	2	20,485	2	20,563
File Clerk	-	-	1	14,688
	<u>40</u>		<u>41</u>	
Part-Time				
Performance Control Specialist	1	27,685	1	12,770
Performance Control Specialist	1	25,921	3	12,770
	<u>2</u>		<u>4</u>	
Total	<u>42</u>		<u>45</u>	

OPERATIONS COMMUNICATION & POWER CONTROL

Responsibilities and Objectives

Monitor service and transmit information to appropriate personnel and outside agencies during normal operations and emergency situations. Supervise and monitor electric traction power for rail system.

Key Objectives/Programs for 1985:

1. Complete modernization of Control Center.
2. Continue development of performance indicators.
3. Utilize and implement procedures for video monitoring of rail stations.
4. Organize Control Center equipment for staff usage.
5. Develop agent controller function.
6. Develop and implement Automatic Vehicle Monitoring.
7. Improve communications with passengers during service delays and disruptions.
8. Develop techniques for improving staff performance and identifying levels of individual productivity.

OPERATIONS CONTROL DPT

	1984 BUDGET	1984 PROJECTION	1985 PROPOSED BUDGET
<u>OPERATING</u>			
BASE LABOR COST	1,718,817	1,669,975	2,003,500
LABOR LOADING AMOUNT	799,250	795,740	1,091,900
WAGE & SALARY ADJUSTMENT		41,400	
TOTAL LABOR EXPENSE	<u>2,518,067</u>	<u>2,507,115</u>	<u>3,095,400</u>
TOTAL MATERIAL EXPENSE	<u>22,400</u>	<u>26,055</u>	<u>28,200</u>
<u>ALLOWANCE - TOOLS & PASSES</u>			
<u>POWER - REVENUE VEHICLES</u>			
<u>UTILITIES</u>			
MAINTENANCE & REPAIR	6,500	5,058	7,500
ADVERTISING & PROMOTION			
OTHER SERVICES	3,500	2,000	2,000
MEETINGS & SEMINARS			1,000
<u>TRAINING</u>			
<u>REIMBURSED AUTO EXPENSE</u>			
GENERAL TAXES			
LEASES & RENTALS	231,500	218,520	223,500
GENERAL EXPENSES	2,500	1,500	2,000
<u>DATACENTER EXPENSE ALLOCATION</u>			
<u>CASUALTY & LIABILITY LOSSES</u>			
<u>CORPORATE INSURANCE PREMIUM</u>			
<u>TECHNICAL STUDIES EXPENSE</u>			
TOTAL OTHER EXPENSE	<u>244,000</u>	<u>227,078</u>	<u>236,000</u>
TOTAL OPERATING EXPENSE	<u>2,784,467</u> =====	<u>2,760,248</u> =====	<u>3,359,600</u> =====
 <u>NON-OPERATING</u>			
<u>BASE LABOR COST</u>			
<u>LABOR LOADING AMOUNT</u>			
<u>WAGE & SALARY ADJUSTMENT</u>			
TOTAL LABOR EXPENSE	<u> </u>	<u> </u>	<u> </u>
TOTAL MATERIAL EXPENSE	<u> </u>	<u> </u>	<u> </u>
TOTAL OTHER EXPENSE	<u> </u>	<u> </u>	<u> </u>
TOTAL NON-OPERATING EXPENSE	<u> </u> =====	<u> </u> =====	<u> </u> =====

AREA	0115	OPERATIONS CONTROL DPT	C H I C A G O			T R A N S I T			A U T H O R I T Y			DATE 10/03/84	
			PROPOSED BUDGET BY MAJOR OBJECT			EMPLOYEES HOURS--EXPENSES			R R I L S U P TO AREA 0100				
DESCRIPTION	1984 BUDGET	1984		1985		1985		1985		1985			
		PROJECTED RESULTS	CURRENT ACTIVITY	PROPOSED ADDITIONS	PROPOSED BUDGET								
EMPLOYEES		57	57	57	62								
FULL TIME PERM FTP	57												
FULL TIME TEMP FTT													
PART TIME TEMP PTT													
PART TIME PERM PTP													
TOTAL EMPLOYEES	57	57	57	57	62								
CAPITAL PROJECT EMPS													
HOURS:													
OPERATING HOURS	107,936	102,457	110,128	6,900	117,028								
NON-OPERATING HOURS													
TOTAL HOURS	107,936	102,457	110,128	6,900	117,028								
OPERATING \$:													
LABOR	2,518,067	2,507,115	2,923,300	172,100	3,095,400								
MATERIAL	22,400	26,055	28,200		28,200								
OTHER	244,000	227,078	236,000		236,000								
TOTAL OPERATING	2,784,467	2,760,248	3,187,500	172,100	3,359,600								
NON-OPERATING \$:													
LABOR													
MATERIAL													
OTHER													
TOTAL NON-OPER													
TOTAL OPER & NON-OPER	2,784,467	2,760,248	3,187,500	172,100	3,359,600								

OPERATIONS COMMUNICATION & POWER CONTROL

1985 PROPOSED ADDITIONAL POSITIONS

<u>Job Title</u>	<u>Budgeted Positions</u>	<u>Rate</u>
Controller I	<u>5</u>	\$32,000
Total	<u><u>5</u></u>	

OPERATIONS COMMUNICATION & POWER CONTROL

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>
Mgr., Optns. Communications & Power Control	1	\$46,000	1	\$48,564
Supt., Rail Communication	1	40,000	1	42,600
Supt., Power & Data Control	1	38,000	1	40,660
Supt., Bus Communication	1	37,500	1	40,125
Assistant Supt., Control Center	1	38,000	1	40,090
Assistant Supt., Control Center	1	38,000	1	39,900
Assistant Supt., Control Center	1	37,500	1	39,350
Assistant Supt., Control Center	1	37,299	1	39,220
Assistant Supt., Control Center	1	34,500	1	38,520
Controller II	1	37,000	1	38,850
Controller II	1	36,500	1	38,324
Controller II	1	35,100	1	36,504
Controller II	1	35,000	1	37,030
Controller II	1	34,500	1	36,570
Controller II	1	34,500	1	36,397
Controller II	1	34,500	1	36,225
Controller II	1	34,400	1	36,120
Controller II	3	34,000	3	35,700
Controller II	1	33,500	1	35,342
Controller II	7	33,500	7	35,175
Controller II	4	33,500	4	34,840
Controller II	1	33,500	1	33,600
Controller II	2	33,400	2	35,236
Controller II	2	33,400	2	35,070
Controller II	2	33,200	2	34,860
Controller II	1	33,000	1	34,815
Controller II	1	33,000	1	34,320
Controller II	1	32,700	1	32,000
Controller II	1	32,500	1	33,800
Controller II	1	32,130	1	33,897
Controller II	1	32,130	1	33,736
Controller II	1	32,130	1	33,415
Controller II	1	31,400	1	33,600
Controller I	1	36,000	1	33,280
Controller I	1	34,200	1	33,600
Controller I	1	34,000	1	33,600
Controller I	2	32,375	2	33,280
Controller I	1	29,442	1	33,280
Controller (Power)	2	32,375	2	32,479
Agent Controller	2	28,200	2	31,000
Total	<u>57</u>		<u>57</u>	

OPERATIONS TRAINING & INSTRUCTION

Responsibilities and Objectives

Assure safe, courteous and proficient transit operation through development and implementation of training programs/activities and incentive programs.

Key Objectives/Programs for 1985:

1. Administer certification and recertification programs for motormen and bus operators.
2. Establish a Management & Professional Development System to keep Operations Division exempt personnel current with modern management techniques.
3. Continue to develop individual monthly trainroom audio-visual programs for bus, rail and ticket agent classifications.
4. Continue to administer and conduct the Employee Safety/Performance Program.
5. Promote and administer the 1985 Bus Rodeo, Third Rail Roundup and Ticket Agent competitions.
6. Continue to provide "cross-training" for employees in classifications where duties/responsibilities are dependent upon or are related to those of another classification.
7. Develop basic training units in instruction skills for bus, rail and agent instructors.
8. Develop audio-visual programs/aids and printed manuals/class materials in conjunction with established and new programs/activities.
9. Develop and implement a Trainman Security Training Program.

OPERATIONS TRNG DEPT

	1984 BUDGET	1984 PROJECTION	1985 PROPOSED BUDGET
<u>OPERATING:</u>			
BASE LABOR COST	3,080,899	3,019,474	3,229,100
LABOR LOADING AMOUNT	1,432,695	1,412,700	1,759,900
WAGE & SALARY ADJUSTMENT		18,700	
TOTAL LABOR EXPENSE	<u>4,513,594</u>	<u>4,450,874</u>	<u>4,989,000</u>
TOTAL MATERIAL EXPENSE	<u>39,200</u>	<u>41,035</u>	<u>44,500</u>
ALLOWANCE - TOOLS & PASSES			
POWER - REVENUE VEHICLES			
UTILITIES			
MAINTENANCE & REPAIR	1,000	427	500
ADVERTISING & PROMOTION	500	300	300
OTHER SERVICES			
MEETINGS & SEMINARS			5,000
TRAINING			
REIMBURSED AUTO EXPENSE			
GENERAL TAXES			
LEASES & RENTALS			
GENERAL EXPENSES	3,300	1,845	1,900
DATACENTER EXPENSE - CREDIT			
DATACENTER EXPENSE ALLOCATION			
CASUALTY & LIABILITY LOSSES			
CORPORATE INSURANCE PREMIUM			
TECHNICAL STUDIES EXPENSE			
FUNDABLE INTEREST EXPENSE			
COST ALLOCATION - CAPITAL (CR)			
OTHER CREDITS		260-	
MAT&SUPL & DAMAGE RESERVE (CR)			
TOTAL OTHER EXPENSE	<u>4,800</u>	<u>2,312</u>	<u>7,700</u>
TOTAL OPERATING EXPENSE	<u>4,557,594</u> =====	<u>4,494,221</u> =====	<u>5,041,200</u> =====
<u>NON-OPERATING:</u>			
BASE LABOR COST		1,278	
LABOR LOADING AMOUNT		594	
WAGE & SALARY ADJUSTMENT			
TOTAL LABOR EXPENSE		<u>1,872</u>	
TOTAL MATERIAL EXPENSE			
TOTAL OTHER EXPENSE			
TOTAL NON-OPERATING EXPENSE		<u>1,872</u> =====	<u>=====</u>

DESCRIPTION	1984-	1984-		1985-		1985-		1985-
	BUDGET	PROJECTED RESULTS	CURRENT ACTIVITY	PROPOSED ADDITIONS	PROPOSED BUDGET			
EMPLOYEES								
FULL TIME PERM FTP	106	107	107	1	109			
FULL TIME TEMP FTT								
PART TIME TEMP PTT								
PART TIME PERM PTP								
TOTAL EMPLOYEES	106	107	107	1	109			
CAPITAL PROJECT EMPS								
HOURS								
OPERATING HOURS	205,672	204,273	212,852	1,380	214,232			
NON-OPERATING HOURS		80						
TOTAL HOURS	205,672	204,353	212,852	1,380	214,232			
OPERATING \$								
LABOR	4,513,594	4,450,874	4,958,400	30,600	4,989,000			
MATERIAL	39,200	41,035	44,500		44,500			
OTHER	4,800	2,312	7,700		7,700			
TOTAL OPERATING	4,557,594	4,494,221	5,010,600	30,600	5,041,200			
NON-OPERATING \$								
LABOR		1,872						
MATERIAL								
OTHER								
TOTAL NON-OPER		1,872						
TOTAL OPER & NON-OPER	4,557,594	4,496,093	5,010,600	30,600	5,041,200			

OPERATIONS TRAINING & INSTRUCTION

1985 PROPOSED ADDITIONAL POSITIONS

<u>Job Title</u>	<u>Budgeted Positions</u>	<u>Rate</u>
Management Development Coordinator	<u>1</u>	\$28,500
Total	<u><u>1</u></u>	

OPERATIONS TRAINING & INSTRUCTION

POSITION DETAIL

Job Title	1984		1985	
	Budgeted Positions	Rate	Budgeted Positions	Rate
Mgr., Operations Training & Instruction	1	\$43,848	1	\$48,750
Director, Instruction	1	43,000	1	45,500
Supt., Bus Instruction	1	38,500	1	40,400
Supt., Rail Instruction	1	38,500	1	40,400
Supt., Training Center	1	38,500	1	40,400
Director, Training Development	1	41,500	1	38,670
Asst. Supt., Training Center	1	34,000	1	35,700
Asst. Supt., Bus Instruction	1	35,000	1	36,200
Asst. Supt., Bus Instruction	1	34,000	1	35,700
Asst. Supt., Rail Instruction	1	34,000	1	35,700
Supv., Training Programs Procedures Dvpmt.	1	31,824	1	34,300
Communications Coordinator III	1	29,600	1	31,672
Media Coordinator	1	28,200	1	29,610
Graphic Technician	-	-	1	31,500
Training Coordinator	1	31,616	1	31,400
Training Coordinator	1	28,500	1	29,900
Training Coordinator	1	26,500	1	30,400
Training Coordinator	1	26,500	1	24,300
Transportation Programs Analyst	1	32,500	1	33,250
Administrative Training Clerk	1	33,548	1	34,035
Bus Instructor III	2	31,229	2	31,348
Bus Instructor III	1	30,516	1	30,990
Rail Instructor II	18	30,337	18	30,453
Rail Instructor II	1	29,979	1	30,453
Rail Instructor II	2	29,621	2	29,736
Bus Instructor II	41	30,337	38	30,453
Bus Instructor II	4	29,979	6	29,736
Bus Instructor II	4	30,200	4	30,093
Bus Instructor II	1	30,200	1	29,557
Agent Instructor II	2	29,979	2	30,093
Agent Instructor II	1	29,621	1	30,093
Rail Instructor I	1	29,442	1	29,557
Rail Instructor I	1	28,997	2	29,110
Rail Instructor I	3	28,552	2	28,660
Bus Instructor I	1	30,337	1	29,557
Bus Instructor I	2	30,337	3	29,110
Agent Instructor I	1	30,337	1	24,654
Clerk Typist (Composite)	1	19,608	1	19,683
Total	<u>106</u>		<u>107</u>	

TRANSPORTATION PERSONNEL

Scheduled Transportation Personnel

Responsibilities and Objectives

Operations Planning is responsible for preparation of schedules for Scheduled Transportation Personnel, made up of bus operators, motormen, conductors, agents, collectors, towermen and yardmen.

Key Objectives/Programs for 1985:

1. Continue study, analysis and revision of bus and rail service based on riding patterns and funding availability.

SCHED TRANSP PERSONNEL

	1984 BUDGET	1984 PROJECTION	1985 PROPOSED BUDGET
OPERATING:			
BASE LABOR COST	170,013,024	164,869,484	168,598,600
LABOR LOADING AMOUNT	79,056,043	76,802,565	91,886,300
WAGE & SALARY ADJUSTMENT		293,900	
TOTAL LABOR EXPENSE	249,069,067	241,965,949	260,484,900
TOTAL MATERIAL EXPENSE		99	
ALLOWANCE - TOOLS & PASSES			
POWER - REVENUE VEHICLES			
UTILITIES			
MAINTENANCE & REPAIR			
ADVERTISING & PROMOTION			
OTHER SERVICES		2,043	
MEETINGS & SEMINARS			
TRAINING			
REIMBURSED AUTO EXPENSE			
GENERAL TAXES			
LEASES & RENTALS			
GENERAL EXPENSES			
DATACENTER EXPENSE ALLOCATION			
CASUALTY & LIABILITY LOSSES			
CORPORATE INSURANCE PREMIUM			
TECHNICAL STUDIES EXPENSE			
TOTAL OTHER EXPENSE		2,043	
TOTAL OPERATING EXPENSE	249,069,067 =====	241,968,091 =====	260,484,900 =====
NON-OPERATING:			
BASE LABOR COST	899,431	601,116	639,800
LABOR LOADING AMOUNT	418,269	280,206	348,700
WAGE & SALARY ADJUSTMENT		1,300	
TOTAL LABOR EXPENSE	1,317,700	882,622	988,500
TOTAL MATERIAL EXPENSE			
TOTAL OTHER EXPENSE		600	
TOTAL NON-OPERATING EXPENSE	1,317,700 =====	883,222 =====	988,500 =====

DESCRIPTION	1984 BUDGET	1984- PROJECTED RESULTS	1985- CURRENT ACTIVITY	1985- PROPOSED ADDITIONS	1985- PROPOSED BUDGET
EMPLOYEES					
FULL TIME PERM FTP					
FULL TIME TEMP FTT					
PART TIME TEMP PTT					
PART TIME PERM PTP					
TOTAL EMPLOYEES					
CAPITAL PROJECT EMPS					
HOURS:					
OPERATING HOURS	12,878,000	12,770,843	12,879,400		12,879,400
NON-OPERATING HOURS	68,600	46,577	49,000		49,000
TOTAL HOURS	12,946,600	12,817,420	12,928,400		12,928,400
OPERATING \$					
LABOR	249,069,067	241,965,949	260,484,900		260,484,900
MATERIAL		99			
OTHER		2,043			
TOTAL OPERATING	249,069,067	241,968,091	260,484,900		260,484,900
NON-OPERATING \$					
LABOR	1,317,700	882,622	988,500		988,500
MATERIAL		600			
OTHER					
TOTAL NON-OPER	1,317,700	883,222	988,500		988,500
TOTAL OPER & NON-OPER	250,386,767	242,851,313	261,473,400		261,473,400

TRANSPORTATION PERSONNEL

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted Hours</u>	<u>Rate Per Hour</u>	<u>Budgeted Hours</u>	<u>Rate Per Hour</u>
<u>Scheduled Transportation Personnel</u>				
Bus Operator	9,070,000	\$ 9.840-\$13.120	9,027,300	\$ 9.878-\$13.170
Cash Box Puller	126,800	\$ 9.709-\$12.945	140,000	\$ 9.746-\$12.995
Collector	130,000	\$ 9.709-\$12.945	130,000	\$ 9.746-\$12.995
Motorman	856,700	\$ 9.725-\$13.120	864,400	\$ 9.759-\$13.170
Conductor	970,000	\$ 9.665-\$12.886	936,100	\$ 9.702-\$12.936
Switchman	347,500	\$ 9.728-\$13.160	360,500	\$ 9.761-\$13.210
Yard Foreman	98,400	\$10.014-\$13.781	100,000	\$10.052-\$13.834
Towerman	85,800	\$ 9.831-\$13.169	81,700	\$ 9.869-\$13.219
Foot Collector	52,000	\$ 9.728-\$12.971	53,600	\$ 9.766-\$13.021
R.T. One Man Operator	26,600	\$ 9.780-\$13.120	28,000	\$ 9.814-\$13.170
Work Train Conductor	13,600	\$10.233-\$13.644	15,600	\$10.271-\$13.694
Ticket Agent	<u>1,165,400</u>	\$ 8.856-\$12.595	<u>1,191,200</u>	\$ 8.890-\$12.640
Total	<u>12,942,800</u>	hours	<u>12,928,400</u>	hours

TRANSPORTATION PERSONNEL

Transportation Office

Responsibilities and Objectives

Provide managerial, supervisory and clerical staff for operating locations. This staff implements policy, establishes and enforces work rules, insures internal security of facilities, equipment and materials, and monitors performance of Scheduled Transportation Personnel. Utilizes assigned manpower to provide scheduled and non-scheduled operation and operates special services for elderly and handicapped riders. Performs clerical and administrative functions for payrolls, selling tokens and passes, and collecting and handling fare revenue. Collaborates with Labor Relations and Human Resources Departments.

Key Objectives/Programs for 1985:

1. Continue to improve employees' attitudes toward themselves and the Authority through recognition of good performance.
2. Improve performance and efficiency of management employees.
3. Continue to monitor sick and injured on duty with goal of reducing overall work force.
4. Continue emphasis on need for courtesy to riding public.
5. Motivate employees toward improved performance and increased productivity.

TRANSPORTATION OFFICE

	1984 BUDGET	1984 PROJECTION	1985 PROPOSED BUDGET
OPERATING:			
BASE LABOR COST	8,885,556	8,852,922	9,198,100
LABOR LOADING AMOUNT	4,131,783	4,155,547	5,013,100
WAGE & SALARY ADJUSTMENT		83,800	
TOTAL LABOR EXPENSE	13,017,339	13,092,269	14,211,200
TOTAL MATERIAL EXPENSE	384,900	319,048	348,500
ALLOWANCE - TOOLS & PASSES	10,000-	9,848-	10,500-
POWER - REVENUE VEHICLES			
UTILITIES			
MAINTENANCE & REPAIR	74,100	58,914	76,700
ADVERTISING & PROMOTION			
OTHER SERVICES	39,000	27,892	34,000
MEETINGS & SEMINARS			500
TRAINING			
REIMBURSED AUTO EXPENSE			
GENERAL TAXES			
LEASES & RENTALS	89,000	88,762	90,300
GENERAL EXPENSES	12,500	14,283	16,300
DATACENTER EXPENSE ALLOCATION			
CASUALTY & LIABILITY LOSSES			
CORPORATE INSURANCE PREMIUM			
TECHNICAL STUDIES EXPENSE			
TOTAL OTHER EXPENSE	204,600	180,003	207,300
TOTAL OPERATING EXPENSE	13,606,839	13,591,320	14,767,000
	=====	=====	=====
NON-OPERATING			
BASE LABOR COST			
LABOR LOADING AMOUNT			
WAGE & SALARY ADJUSTMENT			
TOTAL LABOR EXPENSE			
TOTAL MATERIAL EXPENSE			
TOTAL OTHER EXPENSE			
TOTAL NON-OPERATING EXPENSE			
	=====	=====	=====

AREA	0370	C H I C A G O T R A N S I T A U T H O R I T Y			DATE 10/03/84	
TRANSPORTATION OFFICE		PROPOSED BUDGET BY MAJOR OBJECT			ROLLS UP TO AREA 0140	
		EMPLOYEES HOURS- EXPENSES				
DESCRIPTION	BUDGET	1984		1985		1985
		PROJECTED RESULTS	CURRENT ACTIVITY	PROPOSED ADDITIONS	PROPOSED BUDGET	
EMPLOYEES						
FULL TIME PERM FTP	314	316	316		316	
FULL TIME TEMP FTT						
PART TIME TEMP PTT						
PART TIME PERM PTP						
TOTAL EMPLOYEES	314	316	316		316	
CAPITAL PROJECT EMPS						
HOURS:						

OPERATING HOURS	612,012	620,529	627,798		627,798	
NON-OPERATING HOURS						
TOTAL HOURS	612,012	620,529	627,798		627,798	

OPERATING \$						

LABOR	13,017,339	13,092,269	14,211,200		14,211,200	
MATERIAL	384,900	319,048	348,500		348,500	
OTHER	204,600	180,003	207,300		207,300	
TOTAL OPERATING	13,606,839	13,591,320	14,767,000		14,767,000	

NON-OPERATING \$						

LABOR						
MATERIAL						
OTHER						
TOTAL NON-OPER						

TOTAL OPER & NON-OPER	13,606,839	13,591,320	14,767,000		14,767,000	

TRANSPORTATION PERSONNEL

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>
<u>Transportation Office</u>				
Manager, Transportation Personnel	1	\$49,600	1	\$53,642
Director, Bus Personnel	1	45,601	1	48,668
Director, Rail Personnel	1	56,710	1	47,586
Area Supt., Rail Personnel North	1	43,650	1	48,300
Area Supt., Rail Personnel South	1	45,000	1	46,800
Area Supt., Bus Personnel North	1	47,150	1	49,508
Area Supt., Bus Personnel South	1	41,850	1	44,361
Dir., Special Services Elderly & Handicapped	1	39,500	1	42,719
Supt.III, Transportation Personnel	1	41,800	1	40,280
Supt.III, Transportation Personnel	1	41,500	1	43,575
Supt.III, Transportation Personnel	1	39,800	1	41,790
Supt.III, Transportation Personnel	1	39,700	1	40,891
Supt.III, Transportation Personnel	3	39,500	2	41,475
Supt.III, Transportation Personnel	1	38,700	1	41,022
Supt.III, Transportation Personnel	3	38,500	3	40,810
Supt.III, Transportation Personnel	2	38,500	2	40,425
Supt.III, Transportation Personnel	1	38,300	1	39,900
Supt.III, Transportation Personnel	3	38,000	4	39,900
Supt.II, Transportation Personnel	1	37,000	1	35,175
Supt.II, Transportation Personnel	1	35,500	1	37,630
Supt.II, Transportation Personnel	3	35,000	1	36,750
Supt.II, Transportation Personnel	6	34,500	6	36,225
Supt.II, Transportation Personnel	1	34,400	1	36,120
Supt.II, Transportation Personnel	1	34,300	1	36,015
Supt.II, Transportation Personnel	1	34,200	2	35,910
Supt.II, Transportation Personnel	14	34,000	14	35,700
Supt.II, Transportation Personnel	1	34,000	1	35,020
Supt.II, Transportation Personnel	16	33,500	16	35,175
Supt.II, Transportation Personnel	2	33,400	2	35,070
Supt.II, Transportation Personnel	1	33,300	1	34,965
Supt.II, Transportation Personnel	8	33,000	8	34,650
Supt.II, Transportation Personnel	1	33,000	1	34,320
Supt.II, Transportation Personnel	1	32,500	2	33,800
Supv., Special Services Sched	1	27,029	1	28,381
Supt.I, Transportation Personnel	1	33,900	1	32,500
Supt.I, Transportation Personnel	4	33,500	4	34,125
Special Services Rep. II	1	21,000	1	21,000
Special Services Rep. II	1	20,800	1	21,840
Special Services Rep. II	2	20,500	2	21,525
Special Services Rep. II	1	20,400	1	21,420
Special Services Rep. II	1	20,100	1	21,105
Special Services Rep. I	1	19,600	1	20,580
Special Services Asst.	-	-	1	16,016

TRANSPORTATION PERSONNEL

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>
<u>Transportation Office (cont.)</u>				
Janitor	37	\$26,114	36	\$26,208
Janitor	5	23,196	5	23,286
Janitor	1	23,196	1	26,114
Janitor	1	19,130	3	17,464
Chief Clerk (Rail)	2	31,229	1	31,348
Chief Clerk (Rail)	1	31,229	2	30,632
Chief Clerk (Rail)	1	30,516	1	30,990
Chief Clerk (Bus)	1	30,871	3	30,632
Chief Clerk (Bus)	10	31,229	8	31,348
Clerk III (Bus)	1	30,337	1	30,093
Clerk III (Bus)	7	30,337	7	30,453
Clerk III (Bus)	1	29,621	1	29,736
Rail Clerk I	1	29,442	1	29,557
Rail Clerk II	6	29,442	6	29,557
Rail Clerk II	2	28,997	3	29,110
Rail Clerk II	4	28,552	3	28,660
Clerk II (Bus)	7	29,442	6	29,557
Clerk II (Bus)	1	29,442	1	28,660
Clerk II (Bus)	1	28,552	2	29,110
Clerk IV (Bus)	68	28,373	69	28,401
Clerk IV (Bus)	2	27,926	2	28,034
Clerk IV (Bus)	4	27,481	3	27,585
Clerk IV (Bus)	1	27,481	1	20,690
Rail Clerk III	1	28,373	1	28,034
Rail Clerk III	1	28,373	1	26,291
Rail Clerk III	1	28,373	1	26,907
Rail Clerk III	26	28,373	25	28,481
Rail Clerk III	3	27,481	4	27,585
Rail Clerk IV	9	27,302	9	27,406
Stenographer II	1	26,589	1	26,691
Rail Clerk V	1	26,589	1	26,691
Telephone Operator	5	25,875	5	25,973
Telephone Operator	1	25,160	1	25,973
Typist I (Composite)	1	20,486	1	20,563
Typist I	1	24,983	1	25,076
Typist I	1	20,486	1	20,563
Clerk	<u>1</u>	<u>18,876</u>	<u>1</u>	<u>18,949</u>
Total	<u>314</u>		<u>316</u>	

TRANSPORTATION SERVICE

Responsibilities and Objectives

Coordinate and direct the activities of all bus and rail operations. Monitor all operating employees for rule and schedule adherence. Offer guidance and expertise to all operating employees and passengers. Direct emergency and snow procedures. Deal with City agencies for special events and any emergencies which may arise. Set up strategies to minimize inconveniences caused by service disruptions.

Key Objectives/Programs for 1985:

1. Monitor all Rail and Bus schedule operations and revise them as necessary to meet passenger requirements.
2. Improve management proficiency.
3. Improve communication with passengers in event of service disruptions.
4. Coordinate Special Task Force teams for special events, snowstorms, serious train or bus incidents, train and bus schedule needs, and special surveillances of equipment and operating personnel.
5. Minimize passenger inconvenience and coordinate all planned construction requiring single tracks and reroutes.
6. Monitor operations on the O'Hare Airport Extension.
7. Improve passenger employee relations.
8. Supervise special training of Management personnel and supervision.
9. Increase personnel and equipment surveillance.
10. Upgrade service manuals for snowfighting equipment and procedures for emergency passenger evacuation.
11. Meet with City agencies for special events, CTA needs and improvement of communications.

TRANSP SERVICE DEPT

	1984 BUDGET	1984 PROJECTION	1985 PROPOSED BUDGET
OPERATING:			
BASE LABOR COST	11,193,839	10,936,297	11,337,300
LABOR LOADING AMOUNT	5,205,138	5,107,996	6,178,900
WAGE & SALARY ADJUSTMENT		48,600	
TOTAL LABOR EXPENSE	16,398,977	16,092,893	17,516,200
TOTAL MATERIAL EXPENSE	247,200	178,245	196,700
ALLOWANCE - TOOLS & PASSES			
POWER - REVENUE VEHICLES			
UTILITIES			
MAINTENANCE & REPAIR			
ADVERTISING & PROMOTION			
OTHER SERVICES	5,000	3,113	3,800
MEETINGS & SEMINARS			500
TRAINING			
REIMBURSED AUTO EXPENSE			
GENERAL TAXES			
LEASES & RENTALS	66,000	59,240	66,200
GENERAL EXPENSES	3,000	1,789	1,900
DATACENTER EXPENSE ALLOCATION			
CASUALTY & LIABILITY LOSSES			
CORPORATE INSURANCE PREMIUM			
TECHNICAL STUDIES EXPENSE			
TOTAL OTHER EXPENSE	74,000	64,142	72,400
TOTAL OPERATING EXPENSE	16,720,177	16,335,280	17,785,300
	=====	=====	=====
NON-OPERATING:			
BASE LABOR COST		3,645	
LABOR LOADING AMOUNT		1,695	
WAGE & SALARY ADJUSTMENT			
TOTAL LABOR EXPENSE		5,340	
TOTAL MATERIAL EXPENSE			
TOTAL OTHER EXPENSE			
TOTAL NON-OPERATING EXPENSE		5,340	
	=====	=====	=====

AREA	OHIO TRANSP SERVICE DEPT	C H I C A G O			T R A N S I T			A U T H O R I T Y			DATE 10/03/84	
		PROPOSED BUDGET BY MAJOR OBJECT			EMPLOYEES HOURS EXPENSES			ROLLS UP TO AREA 0100			0100	
DESCRIPTION	1984 BUDGET	1984			1985			1985			1985	
		PROJECTED RESULTS			CURRENT ACTIVITY			PROPOSED ADDITIONS			PROPOSED BUDGET	
EMPLOYEES												
FULL TIME PERM FTP	361		361			361					361	
FULL TIME TEMP FIT												
PART TIME TEMP PIT												
PART TIME PERM PTP												
TOTAL EMPLOYEES	361		361			361					361	
CAPITAL PROJECT EMPS												
HOURS												
OPERATING HOURS	744,892		745,751			756,656					756,656	
NON-OPERATING HOURS			252									
TOTAL HOURS	744,892		746,003			756,656					756,656	
OPERATING \$												
LABOR	16,398,977		16,092,893			17,516,200					17,516,200	
MATERIAL	247,200		178,245			196,700					196,700	
OTHER	74,000		64,142			72,400					72,400	
TOTAL OPERATING	16,720,177		16,335,280			17,785,300					17,785,300	
NON-OPERATING \$												
LABOR												
MATERIAL			5,340									
OTHER												
TOTAL NON-OPER			5,340									
TOTAL OPER & NON-OPER	16,720,177		16,340,620			17,785,300					17,785,300	

TRANSPORTATION SERVICE

POSITION DETAIL

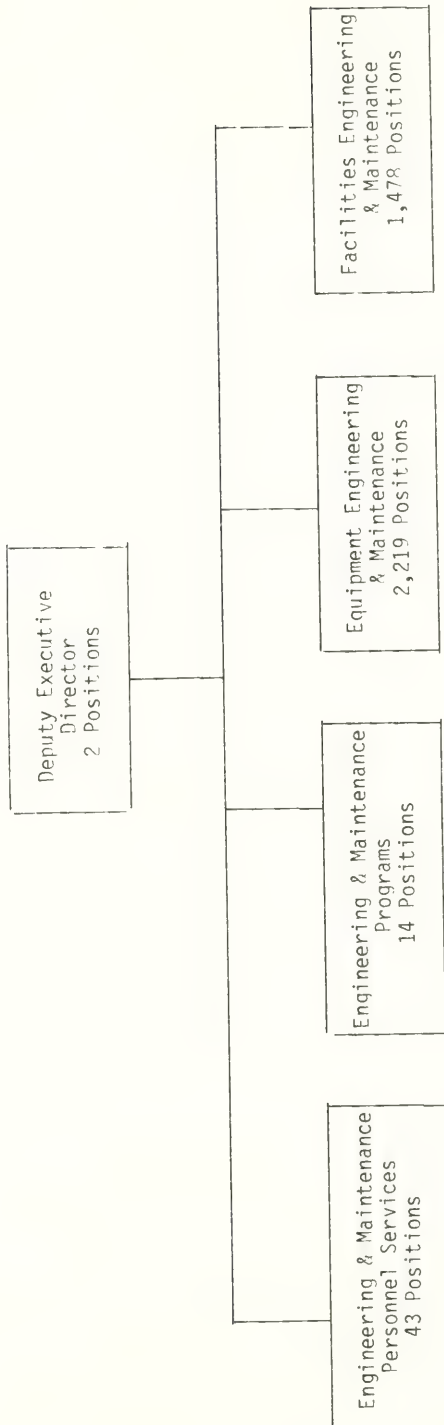
<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>
Manager, Transportation Service	1	51,400	1	\$54,998
Director, Bus Service	1	45,500	1	45,475
Director, Rail Service	1	43,500	1	46,545
Superintendent III Service	2	41,000	2	40,090
Superintendent III Service	1	40,500	1	42,820
Superintendent III Service	1	40,500	1	42,525
Superintendent III Service	1	39,999	1	42,000
Superintendent III Service	1	39,000	1	41,260
Superintendent III Service	1	39,999	1	41,145
Superintendent III Service	1	38,500	1	40,617
Superintendent III Service	1	38,000	1	40,090
Superintendent II Service	1	37,500	1	39,187
Superintendent II Service	1	37,000	1	38,480
Superintendent II Service	1	37,000	1	36,225
Superintendent II Service	2	36,499	2	38,507
Superintendent II Service	1	35,499	1	37,452
Superintendent II Service	1	35,499	1	37,275
Superintendent II Service	1	35,000	1	36,050
Superintendent II Service	1	34,699	1	36,435
Superintendent II Service	1	34,699	1	36,261
Superintendent II Service	1	34,499	1	36,225
Superintendent II Service	3	33,999	3	35,700
Superintendent II Service	3	33,999	3	35,360
Superintendent II Service	2	33,499	2	35,007
Superintendent II Service	1	33,300	1	34,465
Superintendent II Service	3	32,999	3	34,650
Superintendent II Service	2	32,999	2	34,155
Superintendent I Service	1	37,000	1	35,175
Superintendent I Service	1	34,499	1	33,637
Rail Terminal Supervisor	3	30,516	3	30,632
Rail Terminal Supervisor	1	29,621	1	30,632
Rail Service Supervisor	55	30,337	55	30,453
Rail Service Supervisor	6	29,979	6	30,453
Rail Service Supervisor	3	29,621	3	30,093
Rail Service Supervisor	3	28,552	3	29,136
Bus Service Supervisor	155	30,337	154	30,453
Bus Service Supervisor	17	29,979	17	30,093
Bus Service Supervisor	23	29,621	6	27,736

TRANSPORTATION SERVICE

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>
Rail Service Supervisor	4	\$29,442	4	\$29,557
Rail Service Supervisor	1	28,997	1	28,660
Rail Service Supervisor	1	28,997	1	29,110
Bus Service Supervisor	10	29,442	2	29,557
Bus Service Supervisor	11	28,997	8	29,110
Bus Service Supervisor	6	28,552	34	28,660
Bus Service Supervisor	1	27,290	5	27,394
Bus Service Supervisor	4	28,377	1	29,736
Agent Supervisor	13	29,442	13	29,557
Agent Supervisor	1	29,442	2	28,481
Agent Supervisor	2	28,373	1	28,034
Agent Supervisor	<u>2</u>	<u>27,481</u>	<u>2</u>	<u>27,585</u>
Total	<u>361</u>		<u>361</u>	

ENGINEERING & MAINTENANCE DIVISION



DEPUTY EXECUTIVE DIRECTOR--ENGINEERING & MAINTENANCE

Responsibilities and Objectives

Responsible for coordinating the activities of the Engineering & Maintenance Division to assure that work is completed in a timely manner and as efficiently and cost effectively as possible.

Key Objectives/Programs for 1985:

1. Review existing programs for possible modification or institution of new ones to maximize the utilization of available resources, both manpower and equipment.
2. Review existing procedures within the Division to eliminate possible overlapping or redundancy and make improvements where necessary.
3. Continue to seek sufficient funding for maintenance projects and programs necessary to maintain all CTA and facilities at a safe and fully operational level.
4. Continue to seek sufficient funding to improve or replace antiquated facilities and equipment.

DEP EX DIR ENG & MAINT

	1984 BUDGET	1984 PROJECTION	1985 PROPOSED BUDGET
OPERATING:			
BASE LABOR COST		58,748	83,800
LABOR LOADING AMOUNT		28,319	45,700
WAGE & SALARY ADJUSTMENT		2,100	
TOTAL LABOR EXPENSE		89,167	129,500
TOTAL MATERIAL EXPENSE		1,217	1,500
ALLOWANCE - TOOLS & PASSES			
POWER - REVENUE VEHICLES			
UTILITIES			
MAINTENANCE & REPAIR			
ADVERTISING & PROMOTION			
OTHER SERVICES			
MEETINGS & SEMINARS		5,239	5,500
TRAINING			
REIMBURSED AUTO EXPENSE			
GENERAL TAXES			
LEASES & RENTALS			
GENERAL EXPENSES		300	300
DATACENTER EXPENSE ALLOCATION			
CASUALTY & LIABILITY LOSSES			
CORPORATE INSURANCE PREMIUM			
TECHNICAL STUDIES EXPENSE			
TOTAL OTHER EXPENSE		5,539	5,800
TOTAL OPERATING EXPENSE		95,923	136,800
	=====	=====	=====
NON-OPERATING			
BASE LABOR COST			
LABOR LOADING AMOUNT			
WAGE & SALARY ADJUSTMENT			
TOTAL LABOR EXPENSE			
TOTAL MATERIAL EXPENSE			
TOTAL OTHER EXPENSE			
TOTAL NON-OPERATING EXPENSE			
	=====	=====	=====

DESCRIPTION	1984 BUDGET	1984 PROJECTED RESULTS	1985 CURRENT ACTIVITY	1985 PROPOSED	1985 ADDITIONS	1985 PROPOSED BUDGET
EMPLOYEES						
FULL TIME PERM FTP	2	2	2			2
FULL TIME TEMP FTT						
PART TIME TEMP PTT						
PART TIME PERM PTP						
TOTAL EMPLOYEES	2	2	2			2
CAPITAL PROJECT EMPS						
HOURS:						
OPERATING HOURS		2,540	3,528			3,528
NON-OPERATING HOURS						
TOTAL HOURS		2,540	3,528			3,528
OPERATING \$:						
LABOR		89,167	129,500			129,500
MATERIAL		1,217	1,500			1,500
OTHER		5,539	5,800			5,800
TOTAL OPERATING		95,923	136,800			136,800
NON-OPERATING \$:						
LABOR						
MATERIAL						
OTHER						
TOTAL NON-OPER						
TOTAL OPER & NON-OPR		95,923	136,800			136,800

DEPUTY EXECUTIVE DIRECTOR--ENGINEERING & MAINTENANCE

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted Positions</u>	<u>Rate</u>	<u>Budgeted Positions</u>	<u>Rate</u>
Deputy Executive Dir., Engineering & Mtc.	1	\$65,000	1	\$69,550
Executive Secretary	<u>1</u>	29,120	<u>1</u>	29,848
Total	<u><u>2</u></u>		<u><u>2</u></u>	

ENGINEERING & MAINTENANCE PERSONNEL SERVICES

Responsibilities and Objectives

The Engineering & Maintenance Personnel Services Department is responsible for the administration of personnel activities; research and investigations; supervisory and personnel training; and industrial safety, including field inspections and accident prevention programs.

Key Objectives/Programs for 1985:

1. Total monitoring of absenteeism.
2. Investigate sick and injury claims to decrease workman compensation claims.
3. Continue development and implementation of Corrective Action Workshops.
4. Develop and implement Workshops on Labor Relations for supervisory staff.
5. Improve initial, follow-up and new equipment training for bus, rail and facilities personnel.
6. Improve supervisory skills.
7. Investigate and analyze industrial accidents to eliminate the causative factors.
8. Continue development and implementation of accident preventive programs through training, safety meetings, field inspections and safety rule book revisions.
9. Continue development and implementation of safety award programs.

ENG & MAINT PERSONNEL

	1984 BUDGET	1984 PROJECTION	1985 PROPOSED BUDGET
<u>OPERATING</u>			
BASE LABOR COST	914,242	997,950	1,157,500
LABOR LOADING AMOUNT	425,122	469,658	630,900
WAGE & SALARY ADJUSTMENT		12,200	
TOTAL LABOR EXPENSE	1,339,364	1,479,808	1,788,400
TOTAL MATERIAL EXPENSE	44,700	49,913	73,300
ALLOWANCE - TOOLS & PASSES			
POWER - REVENUE VEHICLES			
UTILITIES			
MAINTENANCE & REPAIR	700	2,203	2,200
ADVERTISING & PROMOTION			
OTHER SERVICES	400	350	400
MEETINGS & SEMINARS			
TRAINING			
REIMBURSED AUTO EXPENSE	4,800	5,160	6,500
GENERAL TAXES			
LEASES & RENTALS	4,000	1,173	1,300
GENERAL EXPENSES	12,300	11,082	11,800
DATACENTER EXPENSE ALLOCATION			7,300
CASUALTY & LIABILITY LOSSES			
CORPORATE INSURANCE PREMIUM			
TECHNICAL STUDIES EXPENSE			
TOTAL OTHER EXPENSE	22,200	19,968	29,500
TOTAL OPERATING EXPENSE	1,406,264	1,549,689	1,891,200
	=====	=====	=====
<u>NON-OPERATING</u>			
BASE LABOR COST			
LABOR LOADING AMOUNT			
WAGE & SALARY ADJUSTMENT			
TOTAL LABOR EXPENSE			
TOTAL MATERIAL EXPENSE			
TOTAL OTHER EXPENSE		9,922	
TOTAL NON-OPERATING EXPENSE		9,922	
	=====	=====	=====

DESCRIPTION	1984 BUDGET	1984 PROJECTED RESULTS	1985 CURRENT ACTIVITY	1985 PROPOSED ADDITIONS	1985 PROPOSED BUDGET
EMPLOYEES					
-----	-----	-----	-----	-----	-----
FULL TIME PERM FTP	40	40	40	3	43
FULL TIME TEMP FTI					
PART TIME TEMP PTI					
PART TIME PERM PTP					
TOTAL EMPLOYEES	40	40	40	3	43
-----	-----	-----	-----	-----	-----
CAPITAL PROJECT EMPS					
HOURS					
-----	-----	-----	-----	-----	-----
OPERATING HOURS	62,560	68,399	73,600	4,140	77,740
NON-OPERATING HOURS					
TOTAL HOURS	62,560	68,399	73,600	4,140	77,740
-----	-----	-----	-----	-----	-----
OPERATING \$:					
-----	-----	-----	-----	-----	-----
LABOR	1,339,364	1,479,808	1,712,900	75,500	1,788,400
MATERIAL	44,700	49,913	53,300	20,000	73,300
OTHER	22,200	19,968	29,500		29,500
TOTAL OPERATING	1,406,264	1,549,689	1,795,700	95,500	1,891,200
-----	-----	-----	-----	-----	-----
NON-OPERATING \$:					
-----	-----	-----	-----	-----	-----
LABOR					
MATERIAL					
OTHER					
TOTAL NON-OPER		9,922			
-----	-----	-----	-----	-----	-----
TOTAL OPER & NON-OPER	1,406,264	1,559,611	1,795,700	95,500	1,891,200
-----	-----	-----	-----	-----	-----

ENGINEERING & MAINTENANCE - PERSONNEL SERVICES

1985 PROPOSED ADDITIONAL POSITIONS

<u>Job Title</u>	<u>Budgeted Positions</u>	<u>Rate</u>
Confidential Office Assistant	1	\$15,000
Inspection Terminal Instructor I	<u>2</u>	28,660
Total	<u><u>3</u></u>	

ENGINEERING & MAINTENANCE - PERSONNEL SERVICES

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>
Director, Eng. & Maint. Personnel Services	1	\$35,500	1	\$43,260
Supt., Maintenance Training Center	1	44,200	1	45,526
Supt., Eng. & Maint. Personnel	1	31,800	1	37,550
Supervisor, Safety	1	40,800	1	42,840
Unit Supv., Maintenance Training	2	33,000	2	34,650
Maintenance Training Specialist	1	32,736	1	34,536
Safety Specialist	1	31,500	1	33,075
Safety Specialist	1	29,801	1	31,290
Safety Specialist	1	27,100	1	28,455
Performance Control Analyst	1	26,114	1	33,187
Performance Control Analyst	1	28,638	1	31,175
Maintenance Training Coordinator	1	30,250	1	31,782
Maintenance Training Coordinator	1	25,100	1	26,887
Maintenance Training Coordinator	1	24,408	1	26,426
PM Resident Instructor	3	30,634	3	30,751
Inspection Terminal Instructor II	2	30,337	2	30,453
Inspection Terminal Instructor II	2	30,337	2	29,736
Inspection Terminal Instructor I	3	28,552	2	28,660
Inspection Terminal Instructor I	1	32,736	2	22,928
Garage Instructor II	6	30,337	6	30,453
Garage Instructor I	4	28,552	2	29,110
Garage Instructor I	1	29,979	3	28,660
Stenographer II (Composite)	1	26,588	1	26,690
Stenographer I (Composite)	1	25,875	1	25,973
Laborer	1	26,520	1	26,624
Total	<u>40</u>		<u>40</u>	

ENGINEERING & MAINTENANCE PROGRAMS

Responsibilities and Objectives

Engineering & Maintenance Programs is responsible for the overall planning and control of the Capital Improvement programs and the development and maintenance of computer programs used by the Engineering & Maintenance Division. It includes the following areas: Manager, Program Development, Program Control and Systems.

Key Objectives/Programs for 1985:

1. Prepare FY 1986-1990 Five-Year Capital Program for Division.
2. Maintain contact with City of Chicago for Interstate Transfer Projects.
3. Coordinate Technical Studies for Division.
4. Review established capital programs and develop others in new areas, such as: Service Vehicle Replacement Plan - Automotive and Rail; Tools and Equipment; RT Station Program; Structural Renewal Program; Step Users Program; Concrete Structural Renewal Program; Bus Garages Program; and Roofing Renewal Program.
5. Continue development and implementation of automated fuel accountability system.
6. Implement VMT Phase II enhancements.
7. Design and development of CAD/CAM System in Facilities Engineering & Maintenance.
8. Complete design and development of Track and Structure Information System (TSIS).
9. Continue design and development of a Bus Garage Inventory System.
10. Continue investigation of Mapper application to Engineering and Maintenance needs.

ENG & MAINT PROGRAMS

	1984 BUDGET	1984 PROJECTION	1985 PROPOSED BUDGET
OPERATING:			
BASE LABOR COST	335,834	276,002	294,600
LABOR LOADING AMOUNT	156,160	131,538	160,500
WAGE & SALARY ADJUSTMENT		6,800	
TOTAL LABOR EXPENSE	491,994	414,340	455,100
TOTAL MATERIAL EXPENSE	3,100	2,751	4,400
ALLOWANCE - TOOLS & PASSES			
POWER - REVENUE VEHICLES			
UTILITIES		356	400
MAINTENANCE & REPAIR			
ADVERTISING & PROMOTION			
OTHER SERVICES	80,000	80,000	75,000
MEETINGS & SEMINARS		3,000	5,300
TRAINING			10,000
REIMBURSED AUTO EXPENSE	5,800	2,813	3,000
GENERAL TAXES			
LEASES & RENTALS	700	235	
GENERAL EXPENSES	800	1,372	900
DATACENTER EXPENSE ALLOCATION		732	85,200
CASUALTY & LIABILITY LOSSES			
CORPORATE INSURANCE PREMIUM			
TECHNICAL STUDIES EXPENSE			
TOTAL OTHER EXPENSE	87,300	88,508	179,800
TOTAL OPERATING EXPENSE	582,394	505,599	639,300
*****		*****	*****
NON-OPERATING			
BASE LABOR COST		69,164	114,700
LABOR LOADING AMOUNT		33,247	62,500
WAGE & SALARY ADJUSTMENT		2,200	
TOTAL LABOR EXPENSE		104,611	177,200
TOTAL MATERIAL EXPENSE			
TOTAL OTHER EXPENSE		109,200	
TOTAL NON-OPERATING EXPENSE		213,811	177,200
*****		*****	*****

C H I C A G O T R A N S I T A U T H O R I T Y
PROPOSED BUDGET BY MAJOR OBJECT
EMPLOYEES, HOURS, EXPENSES

AREA 0910
ENG & MAINT PROGRAMS

DESCRIPTION	1984 BUDGET	1984		1985		1985		1985 PROPOSED BUDGET
		PROJECTED RESULTS	CURRENT ACTIVITY	PROPOSED ADDITIONS	PROPOSED ADDITIONS	PROPOSED ADDITIONS	PROPOSED ADDITIONS	
EMPLOYEES:								

FULL TIME PERM FTP	11	11	11	3	14			
FULL TIME TEMP FTI								
PART TIME TEMP PTI								
PART TIME PERM PTP								
TOTAL EMPLOYEES	11	11	11	3	14			

CAPITAL PROJECT EMPS								
HOURS:								

OPERATING HOURS	20,456	16,606	13,884	4,140	18,024			
NON-OPERATING HOURS		3,918	6,260		6,260			
TOTAL HOURS	20,456	20,524	20,144	4,140	24,284			

OPERATING \$:								

LABOR	491,994	414,340	375,400	79,700	455,100			
MATERIAL	3,100	2,751	4,400		4,400			
OTHER	87,300	88,508	169,800	10,000	179,800			
TOTAL OPERATING	582,394	505,599	549,600	89,700	639,300			

NON-OPERATING \$:								

LABOR		104,611	177,200		177,200			
MATERIAL		109,200						
OTHER								
TOTAL NON-OPER		213,811	177,200		177,200			

TOTAL OPER & NON-OPER	582,394	719,410	726,800	89,700	816,500			

ENGINEERING & MAINTENANCE - PROGRAMS

1985 PROPOSED ADDITIONAL POSITIONS

<u>Job Title</u>	<u>Budgeted Positions</u>	<u>Rate</u>
Maintenance System Analyst	1	\$30,400
Data Control Analyst	<u>2</u>	21,800
Total	<u><u>3</u></u>	

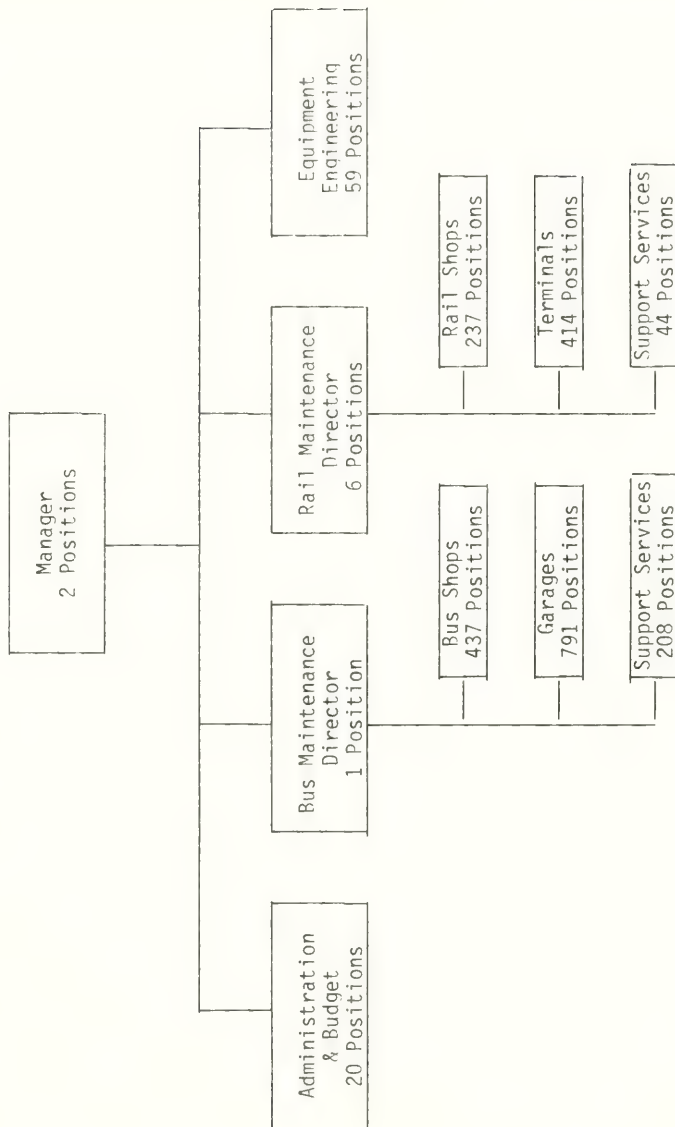
ENGINEERING & MAINTENANCE - PROGRAMS

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>
Manager, Engineering & Maint. Programs	1	\$44,750	1	\$49,780
Dir., Eng. & Maint. Program Development	1	48,294	1	50,708
Dir., Eng. & Maint. Program Control	1	35,000	1	39,309
Supt., Eng. & Maint. Systems	1	37,600	1	39,480
Sr. Maint. Systems Analyst	1	37,400	1	38,895
Sr. Maint. Systems Analyst	1	32,870	1	34,513
Maintenance Systems Analyst	1	31,000	1	32,550
Maint. Systems Software Analyst	1	30,420	1	33,180
Sr. Project Controller	1	34,074	1	35,778
Project Control Analyst	1	29,234	1	31,168
Executive Secretary	<u>1</u>	18,500	<u>1</u>	19,436
Total	<u><u>11</u></u>		<u><u>11*</u></u>	

*NOTE: The equivalent of 3 of the above positions are funded by non-operating sources (capital program, etc.)

EQUIPMENT ENGINEERING & MAINTENANCE



EQUIPMENT ENGINEERING & MAINTENANCE

Responsibilities and Objectives

Manager

The Manager is responsible for the supervision of the entire Department and the implementation of plans to provide safe, clean and reliable vehicles and to provide such vehicles in sufficient number to meet schedules.

Key Objectives/Programs for 1985:

1. Improve efficiency and increase manpower of the Department necessary to obtain more reliable and available vehicles.
2. Improve attendance and tardiness records through better monitoring, incentives and disciplinary actions.
3. Continue acquisition of new equipment to improve fleet age and condition.

Administration & Budget

Responsible for the administration of the operating and capital budgets, payroll and allocation of manpower for the Equipment Engineering/Maintenance Department.

Key Objectives/Programs for 1985:

1. Monitor operating and capital budgets to provide timely reports to directors for better control.
2. Improve processing time of Personnel Requisitions and Change Notices through better internal control.

Bus Maintenance Director

The Director is responsible for the supervision of the Bus Maintenance Sections and to provide sufficient, clean and reliable buses to meet daily schedules.

Key Objectives/Programs for 1985:

1. Reduce present backlog of buses requiring major repairs.
2. Continue to reduce daily number of road failures.
3. Improve productivity in both shops and garages using new methods and standards.
4. Improve overall appearance of the bus fleet.

Bus Garages

Perform scheduled maintenance, trouble shooting and unit replacement for the bus fleet.

Provide clean, safe and reliable buses to meet daily schedules and emergencies created by weather, special events and unexpected occurrences.

Key Objectives/Programs for 1985:

1. Improve bus appearance.
2. Reduce number of unavailable buses.
3. Reduce backlog of maintenance work.

Bus Shops

Responsible for major repair of body and chassis damages; the repair and replacement of engines and transmissions; the relining of brakes and rewiring of the electrical systems. Also responsible for rebuilding and overhauling all the exchange units used by the garages and the shops and for repairing non-revenue vehicles.

Key Objectives/Programs for 1985:

1. Continue installation of sliding windows on air conditioned buses.
2. Continue "in house" manufacture of engine compartment doors.
3. Test "in house" rebuilding of small units, currently done by vendors, for possible cost savings.

Rail Maintenance Director

The Rail Maintenance Director is responsible for the supervision of the Rail Maintenance Sections. To provide safe, clean and reliable rail cars to meet daily schedule and to monitor and improve shop and terminal production through Quality Control.

Key Objectives/Programs for 1985:

1. Work with Maintenance Training Center to set up more training classes for rail maintenance personnel.
2. Unification of all rail vehicle inspection procedures throughout the system.
3. Develop rail car trouble shooting guides in pocket size cards or booklets.
4. Develop a tool for one-man change out of calipers on the 2400 and 2600 Series Cars.

Rail Shops

Responsible for rebuilding or manufacturing all exchange units used by rail terminals and shops. Responsible for major repairs and improvements of the rail fleet and to repair non-revenue vehicles.

Key Objectives/Programs for 1985:

1. Provide adequate spares of all exchange units to avoid holding cars because of components availability.
2. Provide inspection, unloading and testing of the new 2600 Series cars.
3. Increase stripping of 6000 Series cars prior to scrapping in order to salvage needed parts no longer in production.
4. Continue improvement on traction motor rebuilds to increase motor life.
5. Increase staff and material to keep up with increased number of air conditioned cars.

Rail Terminal Support Services

The Rail Support Services area is responsible for inventory control, payroll and record keeping for the Rail Maintenance Sections.

Key Objectives/Programs for 1985:

1. Improve Rail Maintenance data collection and record keeping systems.
2. Improve material handling, control and storage systems in conjunction with anticipated construction of the new Rail Production & Supply Control warehouse.
3. Improve Rail Terminal clerical coverage and stockroom operation.
4. Continue to address special problems related to continued receipt of 2600 Series cars and resultant series shifts throughout the system.

Terminals

Responsible for minor maintenance, trouble shooting, unit replacement, inspection and cleaning of the rail fleet.

Provide sufficient numbers of clean, safe and reliable rail cars to meet daily schedules, special events and unexpected occurrences.

Key Objectives/Programs for 1985:

1. Remove and replace major rail car sub-components prior to failure, thus preventing delays in service.
2. Initiate and coordinate maintenance requirements for 2000 and remaining 6000 Series cars to keep the same in good operational condition until they can be replaced.
3. Implement maintenance programs to maintain a 30 year life on rail vehicles.
4. Increase maintenance of air conditioning components to keep up with an expanded fleet of air conditioned cars.

Equipment Engineering

The Equipment Engineering Section, composed of Electrical Vehicle Design, Motor Vehicle Design, Industrial Equipment Design and Technical Services, provides the engineering support and services for the design, procurement and maintenance of rail cars, buses, service vehicles and specialized shop equipment.

Key Objectives/Programs for 1985:

1. Management of vehicle and vehicle related projects, which account for most of the Capital Improvement Program funds.
2. Develop specifications for 3200 Series rail cars, multi-year purchase of 4000 Series buses, 2200 Series rail cars and numerous maintenance contracts such as overhaul of Krupp motor-alternator auxiliary power system.
3. Quality assurance of the 2600 Series rail car contract, structural and other retrofits of the 9800 Series buses, manufacturing of the 4000 Series buses, manufacturing of rail snow removal vehicles and 15 other service vehicles.
4. Complete re-establishment of the Methods and Standards function of the Technical Services group to provide documentation and standardization of shop, terminal and garage procedures for improved work performance.
5. Establish a long range program to overhaul/upgrade the rail car fleet.

EQUIPMENT ENG & MAINT

	1984 BUDGET	1984 PROJECTION	1985 PROPOSED BUDGET
<u>OPERATING:</u>			
BASE LABOR COST	54,089,025	52,641,519	54,726,300
LABOR LOADING AMOUNT	25,151,434	24,549,326	29,825,700
WAGE & SALARY ADJUSTMENT		151,800	
TOTAL LABOR EXPENSE	<u>79,240,459</u>	<u>77,342,645</u>	<u>84,552,000</u>
TOTAL MATERIAL EXPENSE	<u>58,714,700</u>	<u>57,303,050</u>	<u>62,751,500</u>
ALLOWANCE - TOOLS & PASSES			
POWER - REVENUE VEHICLES			
UTILITIES		44,665	
MAINTENANCE & REPAIR	10,848,900	9,026,371	10,918,000
ADVERTISING & PROMOTION		3,517	2,000
OTHER SERVICES	223,300	247,211	356,100
MEETINGS & SEMINARS	15,700	27,971	21,000
TRAINING			
REIMBURSED AUTO EXPENSE	80,300	84,641	96,100
GENERAL TAXES	5,500	1,488	1,500
LEASES & RENTALS	25,000	17,483	16,600
GENERAL EXPENSES	14,400	14,859	13,800
DATACENTER EXPENSE - CREDIT			
DATACENTER EXPENSE ALLOCATION	3,149,400	3,743,469	3,560,800
CASUALTY & LIABILITY LOSSES			
CORPORATE INSURANCE PREMIUM			
TECHNICAL STUDIES EXPENSE			
FUNDABLE INTEREST EXPENSE			
COST ALLOCATION - CAPITAL (CR)			
OTHER CREDITS	477,800-	726,706-	768,300-
MAT&SUPL & DAMAGE RESERVE (CR)			
TOTAL OTHER EXPENSE	<u>13,884,700</u>	<u>12,484,969</u>	<u>14,217,600</u>
TOTAL OPERATING EXPENSE	<u>151,839,859</u> =====	<u>147,130,664</u> =====	<u>161,521,100</u> =====
<u>NON-OPERATING:</u>			
BASE LABOR COST	997,866	904,968	1,022,600
LABOR LOADING AMOUNT	464,034	424,136	557,300
WAGE & SALARY ADJUSTMENT		7,000	
TOTAL LABOR EXPENSE	<u>1,461,900</u>	<u>1,336,104</u>	<u>1,579,900</u>
TOTAL MATERIAL EXPENSE	<u>4,630,500</u>	<u>2,155,313</u>	<u>2,662,800</u>
TOTAL OTHER EXPENSE	<u>3,981,500</u>	<u>4,850,472</u>	<u>7,625,800</u>
TOTAL NON-OPERATING EXPENSE	<u>10,073,900</u> =====	<u>8,341,889</u> =====	<u>11,868,500</u> =====

CHICAGO TRANSMITT AUTHORITY
PROPOSED BUDGET BY MAJOR OBJECT
EMPLOYEES -HOURS--EXPENSES

DESCRIPTION	BUDGET	1984		1985		1985	
		PROJECTED RESULTS	CURRENT ACTIVITY	PROPOSED ADDITIONS	PROPOSED BUDGET		
EMPLOYEES:							
FULL TIME PERM FTP	2,123	2,134	2,134	33	2,167		
FULL TIME TEMP FTI		52	52		52		
PART TIME TEMP PTI							
PART TIME PERM PTP							
TOTAL EMPLOYEES	2,175	2,186	2,186	33	2,219		
CAPITAL PROJECT EMPS		10	10	3	13		
HOURS:							
OPERATING HOURS	3,996,726	3,949,203	4,003,387	42,642	4,046,029		
NON-OPERATING HOURS	66,934	61,331	62,912	6,018	68,930		
TOTAL HOURS	4,063,660	4,010,534	4,066,299	48,660	4,114,959		
OPERATING \$:							
LABOR	79,240,459	77,342,645	83,607,800	944,200	84,552,000		
MATERIAL	58,714,700	57,303,050	61,976,400	775,100	62,751,500		
OTHER	13,884,700	12,484,969	13,672,600	545,000	14,217,600		
TOTAL OPERATING	151,839,859	147,130,664	159,256,800	2,264,300	161,521,100		
NON-OPERATING \$:							
LABOR	1,461,900	1,336,104	1,437,700	142,200	1,579,900		
MATERIAL	4,630,500	2,155,313	2,662,800		2,662,800		
OTHER	3,981,500	4,850,472	7,625,800		7,625,800		
TOTAL NON-OPER	10,073,900	8,341,889	11,726,300	142,200	11,868,500		
TOTAL OPER & NON-OPER	161,913,759	155,472,553	170,983,100	2,406,500	173,389,600		

EQUIPMENT ENGINEERING & MAINTENANCE

1985 PROPOSED ADDITIONAL POSITIONS

<u>Job Title</u>	<u>Budgeted Positions</u>	<u>Rate</u>
<u>Bus Shops</u>		
Electrical Worker	1	\$29,474
Bus & Truck Mechanic	<u>1</u>	29,474
	<u>2</u>	
<u>Director-Rail Maintenance</u>		
Quality Control Technician	<u>2</u>	28,000
	<u>2</u>	
<u>Rail Shops</u>		
Machinist	2	29,474
Electrical Worker	1	29,474
Electronic Technician	<u>2</u>	29,474
	<u>5</u>	
<u>Rail Terminals</u>		
Car Repairman 'A'	12	28,319
Assistant Foreman	<u>3</u>	32,219
	<u>15</u>	
<u>Equipment Engineering</u>		
Automotive Engineer	1	34,200
Sr. Technical Service Engineer	1	34,200
Industrial Engineer III	1	31,000
Industrial Engineer II	1	29,000
Industrial Engineer I	2	24,000
Equipment Technician III	1	33,906
Equipment Technician I	1	31,228
Clerk II	<u>1</u>	24,982
	<u>9</u>	
Total	<u>33*</u>	

* Note: The equivalent of 2 of the above positions are funded by non-operating sources (capital program, etc.)

EQUIPMENT ENGINEERING & MAINTENANCE

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted Positions</u>	<u>Rate</u>	<u>Budgeted Positions</u>	<u>Rate</u>
<u>Manager, Equipment Engineering & Maintenance</u>				
Manager, Equipment Engineering & Mtc.	1	\$58,850	1	\$60,420
Executive Secretary (Composite)	1	28,416	1	28,416
	<u>2</u>		<u>2</u>	
<u>Administration & Budget</u>				
Supt., Budget & Manpower	1	30,337	1	35,700
Supv., Office Procedure	1	37,000	1	38,200
Supv., Office Procedure	1	32,130	1	33,045
Data Control Assistant	1	20,950	1	26,000
Executive Secretary	1	30,435	1	22,365
Office Procedure Coordinator	1	28,378	1	29,735
Shop Utility Clerk	1	29,443	1	29,556
Bus Dispatcher	1	29,443	1	29,556
General Clerk	1	28,373	1	28,373
VMS Clerk	1	27,302	1	27,406
Shop Utility Clerk	1	27,302	1	27,406
Maintenance Personnel Clerk	1	26,766	1	27,138
Utility Clerk II	1	23,397	1	23,487
Shop Clerk II	2	26,588	2	26,690
Shop Clerk II	1	26,198	1	26,690
Utility Clerk I	2	25,875	2	25,973
Utility Clerk I	1	25,875	1	21,299
Typist I	1	20,485	1	20,563
	<u>20</u>		<u>20</u>	
<u>Bus Maintenance</u>				
Director, Bus Maintenance	1	49,324	1	49,875
	<u>1</u>		<u>1</u>	

EQUIPMENT ENGINEERING & MAINTENANCE

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>
<u>Bus Garages</u>				
Superintendent, Bus Garages	1	\$42,350	1	\$44,400
Superintendent, Bus Garages	1	40,900	1	43,200
Unit Supv., Bus Garages	3	38,750	3	40,600
Unit Supv., Bus Garages	1	38,251	1	40,125
Unit Supv., Bus Garages	2	38,250	2	40,125
Unit Supv., Bus Garages	1	36,501	1	38,300
Unit Supv., Bus Garages	1	36,250	1	38,100
Unit Supv., Bus Garages	1	34,925	1	36,675
Unit Supv., Bus Garages	1	34,500	1	36,250
Unit Supv., Bus Garages	2	34,500	2	36,200
Garage Foreman A or B	7	35,695	7	35,830
Garage Foreman A or B	2	34,480	2	34,611
Garage Night Foreman A or B	6	33,921	6	34,052
Garage Night Foreman A or B	3	33,451	3	33,580
Assistant Foreman	40	32,096	38	32,219
Assistant Foreman	1	28,887	1	28,997
Assistant Foreman	1	27,281	3	27,281
Bus Repairer	374	28,215	369	28,319
Bus Repairer	3	27,841	1	27,945
Bus Repairer	1	27,581	32	27,685
Bus Repairer	31	27,342	15	27,446
Bus Repairer	4	27,071	3	27,175
Bus Repairer	1	25,058	3	25,488
Bus Repairer	2	24,608	4	25,151
Bus Repairer	8	23,664	1	24,459
Bus Repairer	3	23,444	1	23,754
Bus Repairer	3	23,240	1	23,098
Bus Repairer	1	23,011	11	22,148
Bus Repairer	12	21,873	25	21,956
Bus Repairer	20	20,507	2	21,740
Bus Repairer	12	20,303	7	20,382
Engine Washer	15	26,874	17	26,978
Engine Washer	1	26,520	1	26,624
Engine Washer	2	23,196	4	23,286
Bus Servicer	1	26,874	-	-
Bus Servicer	93	26,520	82	26,624
Bus Servicer	107	23,196	105	23,286
Bus Servicer	-	-	1	23,196
Bus Servicer	7	20,877	1	22,121
Bus Servicer	1	20,467	2	20,958
Bus Servicer	15	19,716	6	19,793
Bus Servicer	-	-	4	18,628
Bus Servicer	-	-	19	17,464
	<u>791</u>		<u>791</u>	

EQUIPMENT ENGINEERING & MAINTENANCE

POSITION DETAIL

<u>Job Title</u>	1984		1985	
	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>
<u>Bus Shops</u>				
Superintendent, Bus Shops	1	\$43,099	1	\$45,500
Unit Supv., Bus Shops	2	37,850	1	39,650
Unit Supv., Bus Shops	1	36,000	2	38,200
Carpenter Foreman	2	32,567	2	32,671
Carpenter Leader	1	29,578	1	29,682
Carpenter 'A'	60	29,370	60	29,474
Carpenter 'A'	3	29,578	3	29,474
Carpenter 'A'	1	26,433	1	29,474
Carpenter Apprentice	1	27,901	1	28,001
Carpenter Apprentice	2	26,433	2	26,526
Carpenter Apprentice	1	24,964	1	22,106
Carpenter Apprentice	1	26,520	1	20,043
Upholsterer Foreman	1	32,567	1	32,671
Upholsterer Leader 'A'	1	29,578	1	29,682
Upholsterer	3	29,370	3	29,474
Bus Handler	2	26,926	2	27,030
Shop Tractor Operator	1	26,770	1	26,879
Laborer (South)	16	26,520	15	26,624
Laborer (South)	4	23,196	5	23,286
Foreman, Electrical Workers	2	32,567	2	32,671
Electrical Maintenance Man	1	31,325	1	31,429
Electrical Worker	27	29,370	27	29,474
Electrical Worker	2	29,578	2	29,474
Electrical Worker	2	26,433	2	29,474
Machine Shop Foreman - South	1	32,567	1	32,671
Machinist Leader 'A'	1	29,578	1	29,682
Machinist	15	29,370	15	29,474
Tool Maker	1	29,827	1	29,931
Sheetmetal Foreman	2	32,567	2	32,671
Sheetmetal Worker Leader 'A'	2	29,578	2	29,682
Sheetmetal Worker	12	29,370	12	29,474
Sheetmetal Unit Preparer	1	22,027	1	22,106
Sheetmetal Unit Preparer	1	29,370	1	19,159
Sheetmetal Unit Assembler	1	26,433	1	26,526
Print Shop Foreman	1	32,567	1	32,671
Bindery Worker	3	28,163	3	28,267
Bindery Worker	5	24,964	6	25,054
Bindery Worker	1	23,716	-	-
Bindery Worker	1	28,371	1	22,549

EQUIPMENT ENGINEERING & MAINTENANCE

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>
<u>Bus Shops (continued)</u>				
Paper Cutter	2	\$29,370	2	\$29,474
Meisel Pressman	1	29,578	1	29,682
Press Assistant	1	27,315	1	27,410
Blacksmith/Welder Foreman	1	32,567	1	32,671
Blacksmith/Welder	1	29,598	1	29,494
Blacksmith/Welder	14	29,390	14	29,494
Paint Shop Foreman	1	32,567	1	32,671
Painter Leader	1	29,578	1	29,682
Painter (Various)	11	29,370	11	29,474
Painter (Various)	1	26,433	1	29,474
Painter Helper	1	28,829	1	28,933
Painter Apprentice	1	26,433	1	26,433
Bus/Truck Mechanic Foreman	6	32,567	6	32,671
Bus/Truck Mechanic Asst. Foreman	1	31,535	1	31,639
Bus/Truck Mechanic Leader	3	29,578	3	29,682
Bus/Truck Mechanic	4	29,578	4	29,474
Bus/Truck Mechanic	2	26,227	2	29,474
Bus/Truck Mechanic	171	29,370	171	29,474
Unit Assembler	2	28,829	2	28,933
Bus/Truck Mechanic Helper	11	28,829	11	28,933
Bus/Truck Mechanic Apprentice	3	24,964	3	26,526
Bus/Truck Mechanic Apprentice	1	19,972	1	20,632
Unit Preparer	3	22,027	6	22,106
Unit Preparer	4	19,090	1	19,090
Unit Preparer	2	28,829	2	19,090
	<u>435</u>		<u>435</u>	
<u>Support Services</u>				
Supt., Support Services	1	42,450	1	39,500
Supervisor, Production/Supply Control	1	36,840	1	38,650
Unit Supv., Bus Garages	1	36,000	1	38,000
Unit Supv., Bus Radio Maintenance	1	33,700	1	35,700
Unit Supv., Maintenance Operations	1	33,250	1	34,600
Unit Supv., Maintenance Operations	1	33,251	1	34,850
Quality Control Inspector	1	29,442	1	33,000
Quality Control Inspector	1	28,373	1	30,700
Supply Control Coordinator	1	32,477	1	32,602
Production Control Coordinator	1	31,585	1	32,155
Combination Clerk Coordinator	1	31,585	1	32,155
Resident Instructor - Automotive	1	30,337	1	30,453
Resident Instructor - Tire Repair	1	30,337	1	30,453
Material Coordinator II	1	30,337	1	30,453
Material Coordinator II	1	29,621	1	30,093
Material Coordinator I	3	29,442	3	29,557
Material Coordinator I	1	28,552	1	28,552

EQUIPMENT ENGINEERING & MAINTENANCE

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u>	<u>Rate</u>	<u>Budgeted</u>	<u>Rate</u>
	<u>Positions</u>		<u>Positions</u>	
<u>Support Services (continued)</u>				
Senior Combination Clerk	1	\$29,442	2	\$29,557
Senior Combination Clerk	2	28,552	1	29,110
Production Clerk II	1	29,442	1	29,557
Production Clerk II	1	28,552	1	29,110
Production Clerk II	1	28,552	1	28,660
Combination Clerk	1	28,373	-	-
Combination Clerk	25	27,302	25	27,406
Combination Clerk	1	27,290	-	-
Combination Clerk	1	27,034	1	27,138
Combination Clerk	1	26,770	3	26,869
Unit Exchange Clerk	4	27,302	4	27,406
Unit Exchange Clerk	1	24,161	1	24,255
Shipping Clerk	1	26,670	1	26,772
Garage Clerk	4	27,302	4	27,406
Material Control Clerk	1	21,218	1	21,218
Garage Foreman	2	34,480	2	34,611
Garage Asst. Foreman	2	32,096	2	32,219
Bus Repairer	32	28,215	32	28,319
Bus Repairer	-	-	1	27,945
Bus Repairer	-	-	1	27,685
Bus Repairer	3	27,342	3	27,446
Bus Repairer	-	-	2	27,115
Bus Repairer	18	20,507	12	21,956
Bus Repairer	-	-	1	21,740
Bus Repairer	-	-	1	20,584
Bus Servicer	1	27,290	-	-
Bus Servicer	2	26,520	4	26,624
Bus Servicer	11	23,196	10	23,286
Bus Servicer	1	19,716	3	17,793
Bus Servicer	2	18,558	-	-
Bus Servicer (Part Time)	2	14,787	6	14,844
Bus Servicer (Part Time)	12	13,918	6	13,970
Bus Servicer (Part Time)	38	13,048	40	13,097
Engine Washer	1	26,874	1	26,978
Mobile Bus Repairer	6	28,569	6	28,673
Tire Repairer	7	28,215	7	28,319
Shop Tractor Operator	2	26,770	1	26,874
Shop Tractor Operator	-	-	1	23,286
Laborer (South Shops)	1	26,520	1	26,624
	<u>208</u>		<u>208</u>	
Total Bus Maintenance	<u>1,435</u>		<u>1,435</u>	

EQUIPMENT ENGINEERING & MAINTENANCE

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted Positions</u>	<u>Rate</u>	<u>Budgeted Positions</u>	<u>Rate</u>
<u>Rail Maintenance</u>				
Director, Rail Maintenance	1	\$49,324	1	\$51,790
Supt., Quality Control	1	43,000	1	44,290
Quality Control Technician	2	30,000	1	31,031
Quality Control Technician	-	-	1	30,282
	<u>4</u>		<u>4</u>	
<u>Rail Vehicle Shops</u>				
Supt., Rail Vehicle Shops	1	45,380	1	47,679
Unit Supv., Rail Vehicle Shops	1	40,560	1	37,725
Unit Supv., Rail Vehicle Shops	1	37,736	1	37,725
Unit Supv., Rail Vehicle Shops	1	37,700	1	39,585
Carpenter Foreman (Skokie)	1	32,567	1	32,671
Carpenter Leader	1	29,578	1	29,682
Carpenter Leader	1	29,370	1	29,682
Carpenter 'A'	15	29,370	15	29,474
Carpenter Apprentice	1	29,370	1	20,632
Sheetmetal Worker	1	29,370	1	29,474
Paint Shop Foreman	1	32,567	1	32,671
Painter Leader	1	29,578	1	29,682
Painter (Various)	7	29,370	7	29,474
Foreman, Electrical Worker	4	32,567	4	32,671
Electrical Worker Leader	4	29,578	4	29,682
Electrical Worker	78	29,370	78	29,474
Electrical Worker Apprentice	1	26,433	1	26,526
Electrical Worker Apprentice	1	24,964	1	25,054
Electrical Worker Apprentice	1	23,496	1	20,632
Electrical Worker Apprentice	1	19,090	1	19,159
Electrical Unit Assembler	2	27,830	2	23,579
Electrical Unit Preparer	1	29,370	1	19,159
Electrical Unit Preparer	1	24,964	1	19,159
Electrical Maintenance Man	1	31,325	1	31,429
Laborer (Skokie)	11	26,520	10	26,624
Laborer (Skokie)	-	-	1	23,286
Blacksmith & Welder Foreman	1	32,567	1	32,671
Blacksmith & Welder Leader	1	29,598	1	29,702
Blacksmith & Welder (Skokie)	13	29,390	13	29,494
Blacksmith & Welder Apprentice	1	26,451	1	28,020
Machine Shop Foreman (Skokie)	5	32,567	5	32,671
Machinist Leader 'A'	3	29,578	3	29,682
Machinist Leader 'A'	1	29,370	1	29,682
Machinist	24	29,370	24	29,474
Machinist	1	26,433	1	29,474

EQUIPMENT ENGINEERING & MAINTENANCE

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>
<u>Rail Vehicle Shops (Continued)</u>				
Machinist Apprentice	1	\$26,433	1	\$28,001
Tool Maker	1	29,827	1	29,931
Final Assembler	13	29,370	13	29,474
Sub Assembler	8	23,496	6	23,579
Sub Assembler	-	-	2	22,106
Assembler Helper	10	19,090	9	19,159
Assembler Helper	3	17,622	4	17,684
Shopman I	7	29,099	7	29,203
	<u>232</u>		<u>232</u>	

Rail Vehicle Terminals

Supt., Rail Vehicle Terminals	1	41,040	1	43,802
Supt., Rail Vehicle Terminals	1	41,625	1	43,775
Unit Supervisor, Terminals	1	40,000	1	41,200
Unit Supervisor, Terminals	1	38,611	1	40,611
Unit Supervisor, Terminals	1	38,185	1	40,185
Unit Supervisor, Terminals	1	37,130	1	39,180
Unit Supervisor, Terminals	1	37,601	1	39,125
Unit Supervisor, Terminals	1	34,730	1	36,550
Unit Supervisor, Terminals	1	34,530	1	36,280
Unit Supervisor, Terminals	2	34,330	2	36,046
Unit Supervisor, Terminals	1	24,330	1	35,703
Terminal Foreman 'A'	8	35,695	8	35,830
Terminal Assistant Foreman	19	32,096	19	32,219
Car Repairman A	135	28,215	128	28,319
Car Repairman A	1	28,018	5	28,122
Car Repairman A	1	27,841	1	27,945
Car Repairman A	4	25,395	2	25,488
Car Repairman A	1	25,384	12	22,655
Car Repairman A	6	23,982	1	22,643
Car Repairman A	7	22,572	17	22,497
Car Repairman A	12	21,162	1	21,091
Car Repairman B	1	28,215	1	28,319
Car Repairman B	43	27,841	43	27,945
Car Repairman B	4	27,664	4	27,768
Car Repairman B	2	25,058	2	25,151
Car Repairman B	3	23,664	-	-
Car Repairman B	1	23,514	19	22,356
Car Repairman B	8	22,273	5	22,214
Car Repairman B	31	20,748	19	20,827

EQUIPMENT ENGINEERING & MAINTENANCE

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u>		<u>Budgeted</u>	
	<u>Positions</u>	<u>Rate</u>	<u>Positions</u>	<u>Rate</u>
<u>Rail Vehicle Terminals (cont.)</u>				
Car Servicer	47	\$26,520	54	\$26,624
Car Servicer	34	23,196	26	23,286
Car Servicer	6	17,397	4	18,628
Motor Cleaner	6	26,874	5	26,978
Motor Cleaner	5	23,196	10	23,286
Motor Cleaner	1	20,877	-	-
Motor Cleaner	1	17,397	1	17,464
	<u>399</u>		<u>399</u>	
<u>Support Services</u>				
Supt., Support Services	1	40,250	1	44,384
Supv., Production/Supply Control	1	34,272	1	35,643
Supply Control Coordinator	1	32,477	1	32,602
Production Control Coordinator	1	32,477	1	32,602
Combination Clerk Coordinator	1	32,477	1	32,602
Material Coordinator II	2	30,337	2	30,453
Material Coordinator II	1	29,442	1	29,736
Material Coordinator I	1	26,768	1	28,660
Senior Combination Clerk	2	29,442	2	29,557
Production Clerk II	1	29,442	1	29,557
Production Clerk II	1	28,373	1	28,660
Production Clerk I	1	28,373	1	28,481
Shipping Clerk	1	28,373	1	28,481
Unit Exchange Clerk	3	27,302	3	27,406
Unit Exchange Clerk	-	-	3	27,406
Unit Exchange Clerk	1	21,746	1	24,255
Terminal Combination Clerk	17	27,302	15	27,406
Terminal Combination Clerk	2	26,768	2	27,138
Terminal Combination Clerk	-	-	2	26,869
Material Control Clerk	1	26,589	1	26,691
Shop Tractor Operator	1	26,770	1	26,874
Shop Inspector	1	27,302	1	27,406
	<u>41</u>		<u>44</u>	
Total Rail Maintenance	<u>676</u>		<u>679</u>	

EQUIPMENT ENGINEERING & MAINTENANCE

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>
<u>Equipment Engineering</u>				
Director, Equipment Engineering	1	\$50,500	1	\$53,025
Supt., Technical Services	1	43,501	1	45,900
Supt., Electrical Vehicle Design	1	43,301	1	45,600
Supt., Motor Vehicle Design	1	42,000	1	44,300
Supv., Technical Services - Bus	1	39,100	1	41,300
Supv., Technical Services - Rail	1	37,260	1	39,250
Supv., Industrial Equipment Design	1	38,501	1	41,000
Improvements Engineer	1	40,101	1	42,200
Improvements Engineer	1	36,600	1	38,400
Industrial Engineer III	1	37,000	1	37,000
Industrial Engineer II	-	-	1	31,000
Industrial Engineer I	-	-	2	24,000
Motor Vehicle Equipment Engineer	1	34,302	1	38,000
Motor Vehicle Equipment Engineer I	1	32,000	1	28,400
Senior Technical Services Engineer	-	-	1	38,850
Senior Technical Services Engineer	1	33,400	1	36,100
Senior Technical Services Engineer	1	31,400	1	35,900
Mechanical Engineer III	1	32,600	1	34,000
Mechanical Engineer II	1	31,350	1	30,450
Mechanical Engineer II	1	31,008	1	31,008
Product Engineer	1	32,400	1	34,100
Product Engineer	1	28,101	1	24,900
Industrial Equipment Engineer III	1	30,086	1	33,500
Electrical Engineer II	1	30,804	1	32,300
Electrical Engineer II	1	27,660	1	30,000
Electrical Engineer II	1	27,400	1	24,700
Electrical Vehicle Equip. Eng. III	1	30,680	1	35,100
Electrical Vehicle Equip. Eng. II	1	26,460	1	30,600
Electrical Vehicle Equip. Eng. I	1	25,000	1	30,300
Project Analyst	1	30,840	1	32,450
Project Analyst	-	-	1	28,200
Technical Design Draftsman	-	-	1	25,200
Confidential Office Assistant	-	-	1	21,000

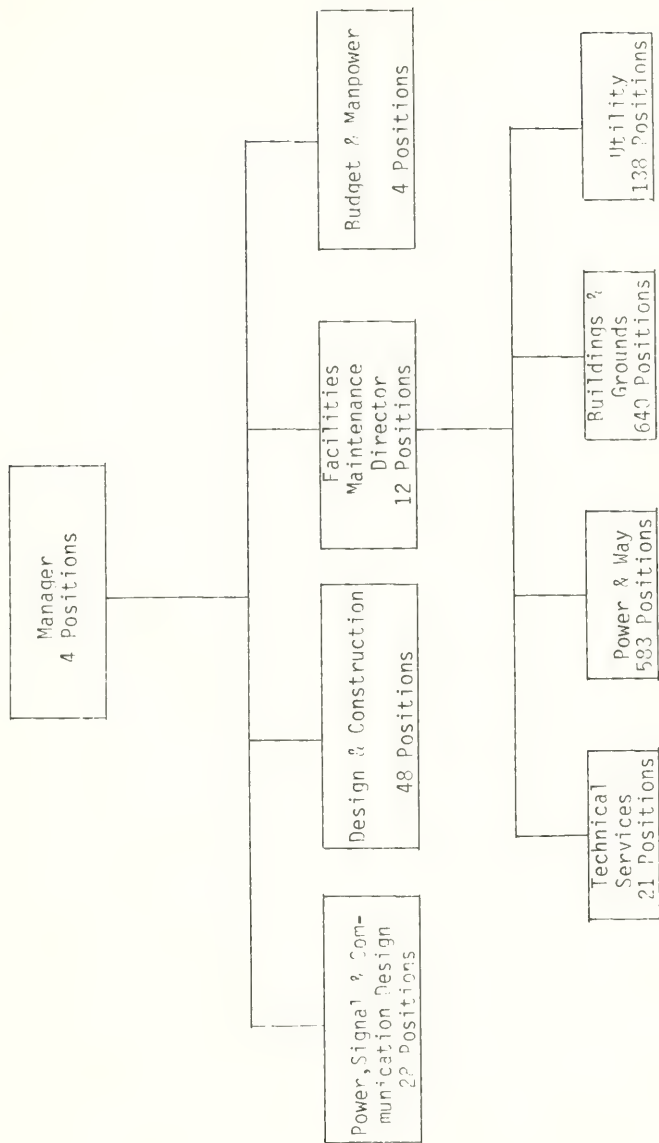
EQUIPMENT ENGINEERING & MAINTENANCE

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u>		<u>Budgeted</u>	
	<u>Positions</u>	<u>Rate</u>	<u>Positions</u>	<u>Rate</u>
<u>Equipment Engineering (Continued)</u>				
Confidential Office Assistant II	1	\$26,989	1	\$27,664
Equipment Technician III	5	33,906	5	34,036
Equipment Technician I	2	31,228	2	31,347
Equipment Technician I	1	30,515	1	30,632
Equipment Technician I	1	31,200	1	30,632
Technical Services Technician IV	1	32,477	1	32,602
Technical Services Technician IV	1	31,228	1	31,706
Technical Draftsman I	1	29,443	1	29,556
Clerk III	1	25,875	1	25,973
Clerk II	1	24,982	1	25,077
Clerk II	-	-	1	24,982
Total Equipment Engineering	<u>42</u>		<u>50</u>	
Total	<u>2,175</u>		<u>2,186*</u>	

*NOTE: The equivalent of 28 of the above positions are funded by non-operating sources (capital program, etc.).

FACILITIES ENGINEERING & MAINTENANCE



FACILITIES ENGINEERING & MAINTENANCE

Responsibilities and Objectives

Manager

The Manager is responsible for the supervision of the entire Facilities Engineering & Maintenance Department and the maintenance, upgrading and construction of all the Authority's plant facilities.

Key Objectives/Programs for 1985:

1. Maintain all existing CTA Facilities at a safe and fully operational level.

Power, Signal & Communication Design

Responsible for engineering design of electrical components of new and remodeled buildings, substations, track signals and the entire communication system including radio, telephone and public address system. Act as liaison with the Illinois Bell Telephone Company.

Key Objectives/Programs for 1985:

1. Start engineering design for the installation of 14 miles of contact rail heaters.
2. Complete installation of Bus Yard lighting at Beverly, Forest Glen and 77th Street Garages.
3. Complete design of signal system at Howard Yard, Howard/Dan Ryan project and Wilson interlocking.
4. Complete installation of fiber optics communication system between Merchandise Mart and Datacenter.

Design & Construction

Responsible for the planning design and construction of all plant facilities of the Authority, including buildings, tracks, structures, bus roadways and turnarounds. The majority of the work performed and/or managed by this section is funded by the Capital Improvement Program.

Key Objectives/Programs for 1985:

1. Provide design and/or project management for the reconstruction of all stations on the Loop Elevated Structure.
2. Continue construction of the 103rd/Stony Island Bus Garage.
3. Provide project management for replacement of the Kimball Terminal maintenance facility, construction of new warehouse at the South Shops complex, the complete rehabilitation of the Archer/Rockwell Bus Garage, and the reconstruction of the North Avenue Bus Garage, Linden Yard and Howard Yard.
4. Install waste water pollution control system at Forest Glen Bus Garage.

Budget & Manpower

Responsible for planning, development, preparation and monitoring of the Department's operating and capital budgets. Perform administrative duties and coordinate office procedures for the Department.

Key Objectives/Programs for 1985:

1. Regular review of operating and capital budgets for timely reports to Directors and project managers.
2. Improve processing time of Personnel Requisitions and Change Notices to avoid vacancies.

Facilities Maintenance

The Facilities Maintenance Section is responsible for the operation and maintenance of the electrical substations, maintenance of tracks, structures, rail signals, public address system, bus garages and shops, rail stations and shops, miscellaneous buildings and a number of storerooms and rental properties. It is the largest of the five sections of the Facilities Engineering & Maintenance Department and includes the following areas: Facilities Maintenance--Director, Facilities Technical Services, Power & Way, Buildings & Grounds and Utility.

Key Objectives/Programs for 1985:

1. Continue design and construction coordination of the Howard/Dan Ryan, Loop and Subway Station Rehab and other selected CIP projects.
2. Continue development of various automated inspection programs including track geometry, rail flaw detection and pollution control.
3. Study development of a standard preventive maintenance manual for signal and communication equipment.
4. Install "stand alone" rail card reader at six rail stations and continue development of rail card reader controller.
5. Coordinate and monitor garage installation of bus fareboxes and related fare collection equipment.
6. Increase structure painting to maintain a 10 year cycle.
7. Initiate frog maintenance program to increase life and minimize time out of service.
8. Initiate Pyroceraam panel replacement on the Dan Ryan and Kennedy lines.
9. Complete station painting program for the Dan Ryan line.
10. Initiate reroofing program at various locations.
11. Implement new procedure for revenue and refuse hauling and material deliveries.
12. Improve storage of salt and continue to upgrade parking lot snow removal procedures.

FACILITIES ENG & MAINT

	1984 BUDGET	1984 PROJECTION	1985 PROPOSED BUDGET
OPERATING:			
BASE LABOR COST	34,229,965	32,496,022	33,831,200
LABOR LOADING AMOUNT	15,916,918	15,159,997	18,437,900
WAGE & SALARY ADJUSTMENT		109,600	
TOTAL LABOR EXPENSE	50,146,883	47,765,619	52,269,100
TOTAL MATERIAL EXPENSE	5,802,800	5,629,068	6,147,300
ALLOWANCE - TOOLS & PASSES			
POWER - REVENUE VEHICLES	18,000,000	19,000,106	21,463,100
UTILITIES	11,908,300	11,601,144	12,691,800
MAINTENANCE & REPAIR	3,104,900	2,233,758	8,512,100
ADVERTISING & PROMOTION	2,900	4,147	2,900
OTHER SERVICES	635,300	617,965	71,600
MEETINGS & SEMINARS	12,800	18,449	18,900
TRAINING			
REIMBURSED AUTO EXPENSE	132,500	123,482	126,500
GENERAL TAXES			
LEASES & RENTALS	191,100	227,752	374,400
GENERAL EXPENSES	50,700	85,427	89,300
DATACENTER EXPENSE ALLOCATION	108,300	218,309	554,400
CASUALTY & LIABILITY LOSSES			
CORPORATE INSURANCE PREMIUM			
TECHNICAL STUDIES EXPENSE			
TOTAL OTHER EXPENSE	34,146,800	34,130,539	43,905,000
TOTAL OPERATING EXPENSE	90,096,483	87,525,226	102,321,400
	=====	=====	=====
NON-OPERATING:			
BASE LABOR COST	7,216,459	7,421,606	8,659,800
LABOR LOADING AMOUNT	3,355,641	3,474,781	4,719,700
WAGE & SALARY ADJUSTMENT		47,800	
TOTAL LABOR EXPENSE	10,572,100	10,944,187	13,379,500
TOTAL MATERIAL EXPENSE	9,909,800	3,252,715	3,512,800
TOTAL OTHER EXPENSE	21,525,600	16,471,911	31,582,400
TOTAL NON-OPERATING EXPENSE	42,007,500	32,668,813	48,474,700
	=====	=====	=====

AREA		0500	FACILITIES ENG & MAINT		C H I C A G O		T R A N S I T		A U T H O R I T Y		DATE 10/03/84		PRI'S UP TO AREA		0900	
DESCRIPTION		1984		1985		1985		1985		1985		1985		1985		1985
EMPLOYEES		BUDGET		PROJECTED RESULTS		CURRENT ACTIVITY		PROPOSED ADDITIONS		PROPOSED BUDGET		PROPOSED BUDGET		PROPOSED BUDGET		PROPOSED BUDGET
FULL TIME PERM FTE		1,372	1,372	1,372	1,372	1,372	30		1,402							
FULL TIME TEMP FTE		70	70	70	70	70			70							
PART TIME TEMP PTE		6	6	6	6	6			6							
PART TIME PERM PTE																
TOTAL EMPLOYEES		1,448	1,448	1,448	1,448	1,448	30		1,478							
CAPITAL PROJECT EMPS																
HOURS			26	24												
OPERATING HOURS		2,403,922	2,316,593	2,351,891	2,351,891	2,351,891	24,636		2,376,527							
NON-OPERATING HOURS		475,661	483,216	539,324	539,324	539,324	16,014		555,338							
TOTAL HOURS		2,879,583	2,799,809	2,891,215	2,891,215	2,891,215	40,650		2,931,865							
OPERATING \$																
LABOR		50,146,883	47,765,619	51,733,700	51,733,700	51,733,700	535,400		52,269,100							
MATERIAL		5,802,800	5,629,068	6,087,300	6,087,300	6,087,300	60,000		6,147,300							
OTHER		34,146,800	34,130,539	38,373,000	38,373,000	38,373,000	5,532,000		43,905,000							
TOTAL OPERATING		90,096,483	87,525,226	96,194,000	96,194,000	96,194,000	6,127,400		102,321,400							
NON-OPERATING \$																
LABOR		10,572,100	10,944,187	13,039,100	13,039,100	13,039,100	340,400		13,379,500							
MATERIAL		9,908,800	3,252,715	3,512,800	3,512,800	3,512,800			3,512,800							
OTHER		21,525,600	18,471,911	31,582,400	31,582,400	31,582,400			31,582,400							
TOTAL NON-OPER		42,006,500	32,668,813	48,134,300	48,134,300	48,134,300	340,400		48,474,700							
TOTAL OPER & NON-OPER		132,103,983	120,194,039	144,328,300	144,328,300	144,328,300	6,467,800		150,796,100							

FACILITIES ENGINEERING & MAINTENANCE

1985 PROPOSED ADDITIONAL POSITIONS

<u>Job Title</u>	<u>Budgeted Positions</u>	<u>Rate</u>
<u>Power, Signal & Communication Design</u>		
Signal Designer I	<u>1</u>	\$28,000
	<u>1</u>	
<u>Design & Construction</u>		
Architect	2	33,700
Civil Engineer II	<u>1</u>	25,200
	<u>3</u>	
<u>Facilities Technical Services</u>		
Electrical Engineer	1	33,600
Confidential Office Assistant	<u>1</u>	15,000
	<u>2</u>	
<u>Power & Way</u>		
Radio Technician Foreman	1	33,758
Lineman	3	31,554
Blacksmith & Welder	1	29,494
Machinist	1	29,474
Steel Fabricator/Assembler	2	29,474
Lineman Helper	<u>3</u>	20,698
	<u>11</u>	
<u>Buildings & Grounds</u>		
'B' Electrician	2	31,554
Bricklayer	1	29,474
Machinist	3	29,474
Steamfitter	2	29,474
Plumber	1	29,474
Sheetmetal Worker	1	29,474
Laborer	1	26,936
Janitor R.T.	<u>2</u>	23,286
	<u>13</u>	
Total	<u>30*</u>	

* Note: The equivalent of 12 of the above positions are funded by non-operating sources (capital program, etc.)

FACILITIES ENGINEERING & MAINTENANCE

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>
<u>Facilities Engineering & Maintenance Manager</u>				
Manager, Facilities Engineering & Mtc.	1	\$58,296	1	\$61,793
Executive Secretary (Composite)	1	30,299	1	31,056
Clerk Stenographer	1	24,982	1	25,077
Clerk Stenographer	1	24,485	1	20,563
	<u>4</u>		<u>4</u>	

Facilities Maintenance Director

Director, Facilities Maintenance	1	51,400	1	58,520
Supv., Office Procedures & Budget	1	36,994	1	38,700
General Clerk I	1	28,373	1	27,585
Power Record Clerk	1	27,302	1	27,406
Clerk IV	1	26,588	1	26,690
Clerk IV	1	26,320	1	26,421
Posting Clerk II	2	25,875	2	25,973
Posting Clerk II	1	24,982	1	25,257
Posting Clerk II	1	28,373	1	25,257
Administrative Secretary	1	23,397	1	23,487
Typist I	1	20,485	1	20,563
	<u>12</u>		<u>12</u>	

Facilities Technical Services

Supt., Facilities Technical Services	1	46,420	1	52,230
Senior Civil/Structural Mtc. Engineer	1	42,600	1	44,700
Supv., Production/Supply Control	1	36,200	1	37,900
Unit Supv., Supply Control	1	35,000	1	36,800
Civil Engineer III	1	38,600	1	40,600
Architectural Engineer III	1	37,000	1	38,900
Mechanical Engineer III	1	29,600	1	32,100
Electronics Support Engineer	1	40,560	1	41,560
Architectural Engineer II	1	29,701	1	31,300
Communications Specialist	1	25,201	1	26,000
Design Draftsman I	1	23,900	1	25,800
Supply Control Specialist	1	23,100	1	24,900
Material Coordinator II	1	30,337	1	30,735
Material Coordinator II	1	29,622	1	29,452
Shipping Clerk	1	28,373	1	28,481
Production Clerk II	2	28,373	2	28,660
Switchboard Operator	1	20,485	1	20,563
Clerk Stenographer	1	20,485	1	20,563
	<u>19</u>		<u>19</u>	

FACILITIES ENGINEERING & MAINTENANCE

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>
<u>Utility</u>				
Area Supt., Utility	1	\$38,880	1	\$42,650
Supt. Utility	1	33,372	1	35,541
Material Dispatcher II	1	30,871	1	31,348
Material Dispatcher I	1	28,997	1	29,557
General Clerk II (Utility)	1	29,442	1	29,557
Road Clerk II	1	26,252	1	26,352
Supervisory Chauffeur-Grg Man	7	29,453	7	29,557
Emergency Service Chauffeur	11	28,610	11	28,714
Heavy Duty Equipment Operator	7	28,423	7	28,527
Emergency Service Helper	12	28,402	12	28,506
Service Truck Chauffeur	37	28,007	38	28,111
Service Truck Chauffeur	32	25,208	33	25,301
Service Truck Chauffeur	6	22,687	2	22,772
Service Truck Chauffeur	4	21,426	6	21,505
Service Truck Chauffeur	8	20,166	6	20,240
Service Truck Chauffeur	2	18,905	4	18,976
Service Truck Chauffeur (PTT)	1	15,124	1	14,232
Service Truck Chauffeur (PTT)	5	14,179	5	14,232
	<u>138</u>		<u>138</u>	

Power & Way

Superintendent, Power & Way	1	48,528	1	50,800
Supv., Signals Radio & Telephone Mtc.	1	45,000	1	47,200
Supv., Power Distribution Group	1	45,000	1	47,200
Supv., Track & Structures	1	45,000	1	47,200
Unit Supv., Distribution Maintenance	1	42,636	1	44,700
Supv., Substation Operations & Mtc.	1	42,636	1	44,700
Supv., Electrical Testing	1	41,700	1	43,700
Supv., Track & Roadway	1	40,500	1	42,500
Unit Supv., Signal Maintenance	1	40,500	1	42,500
Unit Supv., Structure Maintenance	1	40,500	1	42,500
Unit Supv., Track Construction	1	40,100	1	42,100
Unit Supv., Electrical Testing	1	39,309	1	41,200
Unit Supv., Fare Collection Development	1	38,849	1	40,750
Unit Supv., Radio & Telephone Mtc.	1	39,135	1	40,113
Unit Supv., Track Maintenance	1	37,817	1	39,700
Unit Supv., Special Projects	1	37,678	1	38,600
Civil Engineer III	1	32,300	1	34,650
Planning Engineer	1	30,000	1	33,372

FACILITIES ENGINEERING & MAINTENANCE

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>
<u>Power & Way (Continued)</u>				
Track Foreman V	1	\$34,266	1	\$34,397
Section Track Foreman	4	31,735	4	31,855
Track Foreman III	4	30,588	4	30,707
Track Foreman II	2	29,754	2	29,867
Track Foreman I	3	28,808	3	28,918
Worktrain Foreman	2	28,808	2	28,918
Testing Engineer II	7	33,438	7	33,542
Testing Engineer I	2	32,375	2	32,479
Testing Engineer I	9	31,489	3	32,036
Testing Engineer I	1	33,438	7	31,573
Transit Technician IV	1	31,228	1	31,347
Chief Electrolysis Tester	1	31,445	1	31,549
Electrolysis Tester III	1	30,154	1	30,258
Electrolysis Tester II	1	29,738	1	29,842
Signal Foreman	5	33,654	5	33,758
Line Foreman	6	33,654	6	33,758
Engineering Assistant	3	32,132	3	32,236
Foreman 'B' Electricians	3	33,654	3	33,758
Frog Shop Foreman	1	32,567	1	32,671
Frog Shop Assistant Foreman	1	31,535	1	31,639
Material & Assignment Dispatcher	2	31,450	2	31,554
Signal Maintainer	69	31,450	69	33,554
Signal Helper	4	26,732	3	26,822
Signal Helper	6	25,788	9	25,873
Signal Helper	3	24,498	5	21,992
Signal Helper	8	20,629	2	20,698
Signal Helper	-	-	2	20,629
Substation Attendant	9	31,356	9	31,460
Substation Attendant	9	26,732	7	26,822
Substation Attendant	2	24,059	2	25,480
Substation Attendant	4	22,722	4	24,140
Substation Attendant	3	21,387	1	22,799
Substation Attendant	-	-	4	21,457
Draftsman	1	30,160	1	30,160
Substation Utility Man	3	29,505	3	29,609
'B' Electrician (Substation)	15	31,450	15	31,554
'B' Electrician Apprentice	3	26,732	3	28,398
'B' Electrician Apprentice	2	31,450	2	26,822
Electrical Maintainer Specialist	5	32,136	4	32,240
Electrical Maintainer Specialist	-	-	1	31,855
Communications Technician	4	32,136	4	32,240
Communications Technician	1	28,922	1	29,016

FACILITIES ENGINEERING & MAINTENANCE

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted Positions</u>	<u>Rate</u>	<u>Budgeted Positions</u>	<u>Rate</u>
<u>Power & Way (continued)</u>				
Work Car Derrick Operator	2	\$27,799	2	\$27,903
Trackman II	65	26,957	65	27,061
Trackman I	2	26,520	2	26,624
Trackman	1	26,520	-	-
Trackman	52	23,196	57	23,286
Trackman	6	20,877	1	20,958
Trackman	1	19,716	4	18,628
Trackman	5	17,397	3	17,464
Track Welder	1	27,841	1	27,945
Track Lubricator Maintainer	4	27,290	4	27,394
Tool Fire Blacksmith	2	29,494	2	29,598
Tool Fire Blacksmith	1	29,390	1	29,494
Shopman II	3	28,954	3	29,058
Machinist Leader 'A' (Frog Shop)	1	29,578	1	29,682
Machinist (Frog Shop)	6	29,370	6	29,474
Loader Grinder Operator	1	27,342	1	27,446
Lineman	86	31,450	86	31,554
Lineman Helper	3	30,347	3	30,451
Lineman Helper	7	21,919	10	21,992
Lineman Helper	7	20,629	4	20,698
Lineman Helper	1	21,919	1	20,698
Lineman Helper	1	31,450	1	20,698
Janitor	1	23,196	1	23,286
Ironworker Helper	2	28,007	2	28,111
Ironworker Helper	4	26,853	4	26,957
Craneman 'A'	2	29,370	2	29,474
Craneman 'B'	1	28,683	1	28,787
Craneman Helper	1	27,695	1	27,799
Blacksmith & Welder (Frog Shop)	2	29,390	2	29,494
Blacksmith	1	29,390	1	29,494
Stenographer I	1	25,875	1	25,973
Ironworker General Foreman (Temporary)	1	40,934	1	40,934
Ironworker Foreman (Temporary)	5	38,854	5	38,854
Ironworker (Temporary)	64	36,774	64	36,774
	<u>572</u>		<u>572</u>	

FACILITIES ENGINEERING & MAINTENANCE

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>
<u>Buildings & Grounds</u>				
Superintendent, Buildings & Grounds	1	\$46,147	1	\$49,378
Supervisor, Electrical/Mechanical Mtc.	1	40,805	1	44,000
Supv., General Building Maintenance	1	39,841	1	39,841
Supv., Rapid Transit Janitor Service	1	37,752	1	39,200
Unit Supv., Mechanical Maintenance	1	42,158	1	37,650
Unit Supv., Rapid Transit Janitors	1	35,152	1	36,000
Unit Supv., Rapid Transit Janitors	2	29,362	2	30,800
Unit Supv., Mechanical Systems	1	38,092	1	39,800
Unit Supv., Buildings & Grounds	1	37,324	1	38,850
Unit Supv., Buildings & Grounds	1	37,024	1	39,200
Unit Supv., Building Wiring Mtc.	1	36,650	1	37,800
Sr. Construction Maintenance Engineer	1	37,823	1	40,800
Sr. Electrical Maintenance Engineer	1	31,450	1	38,900
Building Inspector IV	3	33,906	3	34,036
Building Inspector	1	30,337	1	30,452
Escalator Inspector	1	33,906	1	34,036
Escalator Inspector	1	29,952	1	31,100
Foreman, Escalator Serviceman	1	38,584	1	38,584
Foreman, 'B' Electricians	3	33,654	3	33,758
Foreman of Building Laborers	4	33,451	4	33,580
Carpenter Foreman	3	32,567	3	32,671
Assistant Carpenter Foreman	1	31,535	1	31,639
Steamfitter Foreman	2	32,567	2	32,671
Sheetmetal Foreman	1	32,567	1	32,671
Plumber Foreman	2	32,567	2	32,671
Painter Foreman	3	32,567	3	32,671
Mason Foreman	1	32,567	1	32,671
Machinist Foreman	2	32,567	2	32,671
Foreman of Boiler Maintenance	1	30,416	1	30,532
Engineering Assistant	1	32,132	1	32,132
Assistant Sheetmetal Foreman	1	31,535	1	31,639
Janitor Foreman	15	28,373	15	28,481
Janitor Foreman	4	27,481	4	28,034
Clerk Dispatcher	2	28,373	2	28,481
Typist II (Composite)	1	21,217	1	21,298
'B' Electrician	38	31,450	39	31,554
'B' Electrician	1	31,283	-	-
Boiler Maintenance Man	5	27,695	5	27,799
Bricklayer	6	29,370	6	29,474
Carpenter	46	29,370	46	29,474
Carpenter Apprentice	1	29,370	1	29,474
Carpenter Apprentice	1	19,972	1	20,043
Electrical Worker	3	29,370	3	29,474

FACILITIES ENGINEERING & MAINTENANCE

POSITION DETAIL

<u>Job Title</u>	1984		1985	
	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>
<u>Buildings & Grounds (continued)</u>				
Electrical & Acetylene Welder	1	\$29,598	1	\$29,702
Electrical & Acetylene Welder	2	29,390	2	29,494
Escalator Serviceman	18	36,504	20	36,504
Escalator Serviceman	2	34,680	-	-
Escalator Serviceman	4	31,033	7	32,854
Escalator Serviceman	3	31,029	-	-
Janitor	14	26,114	11	26,208
Janitor	1	23,196	4	23,286
Relief Janitor	3	26,114	3	26,208
Emergency Relief Janitor	1	26,114	1	27,394
Janitor (RT)	154	26,114	161	26,208
Janitor (RT)	42	23,196	46	23,286
Janitor (RT)	3	21,538	-	-
Janitor (RT)	1	22,036	1	22,121
Janitor (RT)	3	20,877	1	19,793
Janitor (RT)	1	19,716	1	18,628
Janitor (RT)	10	17,397	4	17,464
Group Leader of Laborers	4	26,936	4	27,040
Laborer 'A' (Building)	25	26,832	25	26,936
Laborer (Building)	13	26,770	14	26,874
Laborer (Building)	3	23,196	2	23,286
Laborer (Building)	1	18,558	1	19,793
Machinist (Building)	38	29,370	38	29,474
Shopman II	1	28,954	1	29,058
Plumber	19	29,370	19	29,474
Sheetmetal Worker	27	29,370	27	29,474
Tinner	1	29,370	1	29,474
Steamfitter	22	29,370	22	29,474
Steamfitter	1	26,433	1	29,474
Steamfitter Apprentice	1	29,370	1	29,474
Stationary Engineer	5	29,370	5	29,474
Painter	34	29,370	34	29,474
	<u>627</u>		<u>627</u>	

Power, Signal & Communication Design

Dir., Power, Signal & Comm. Design	1	50,451	1	52,973
Supt., Signal & Communication Design	1	44,662	1	47,000
Senior Wiring Design Engineer	1	41,740	1	45,746
Senior Traction Power Design Engineer	1	41,301	1	44,448

FACILITIES ENGINEERING & MAINTENANCE

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u>	<u>Rate</u>	<u>Budgeted</u>	<u>Rate</u>
	<u>Positions</u>		<u>Positions</u>	
<u>Power, Signal & Communication Design (cont.)</u>				
Senior Communication Design Engineer	1	\$39,435	1	\$41,407
Senior Signal Design Engineer	1	38,348	1	40,266
Communication Design Engineer	1	37,113	1	38,969
Communication Design Engineer	1	35,145	1	36,903
Electrical Design Engineer III	1	40,044	1	42,444
Electrical Design Engineer III	1	39,151	1	39,151
Electrical Design Engineer III	1	35,972	1	37,800
Electrical Design Engineer III	1	35,224	1	36,992
Electrical Design Engineer III	1	34,170	1	35,570
Signal Designer III	1	36,293	1	38,290
Signal Designer III	1	34,645	1	36,283
Signal & Communication Engineer Asst.	1	28,606	1	28,606
Signal Designer II	1	27,852	1	30,561
Signal Designer II	1	27,700	1	30,335
Signal Designer II	1	25,263	1	28,960
Electrical Design Engineer II	1	25,732	1	29,060
Electrical Design Engineer II	1	44,686	1	29,031
Electrical Design Engineer I	1	25,588	1	25,588
Stenographer II (Composite)	1	26,588	1	26,690
Engineer Assistant	2	32,132	2	32,236
Electrical Engineer III	1	31,820	1	31,923
Communication Engineer I	1	32,375	1	32,479
	<u>27</u>		<u>27</u>	

Design & Construction

Director, Design & Construction	1	51,600	1	54,530
Supt. Construction Compliance	1	47,993	1	47,993
Supt., Architecture	1	40,745	1	43,407
Senior Civil Engineer	1	43,124	1	47,656
Senior Construction Specialist	1	40,200	1	46,010
Senior Construction Specialist	1	38,500	1	40,425
Senior Mechanical Engineer	1	42,314	1	44,430
Chief Draftsman	1	35,719	1	38,630
Senior Design Architect	1	40,347	1	43,172
Architect	1	40,983	1	42,973
Architect	1	39,731	1	42,512
Architect	1	38,169	1	40,133
Architect	1	35,447	1	38,368
Architect	1	35,231	1	36,923
Architect	1	33,694	1	36,073



FACILITIES ENGINEERING & MAINTENANCE

POSITION DETAIL

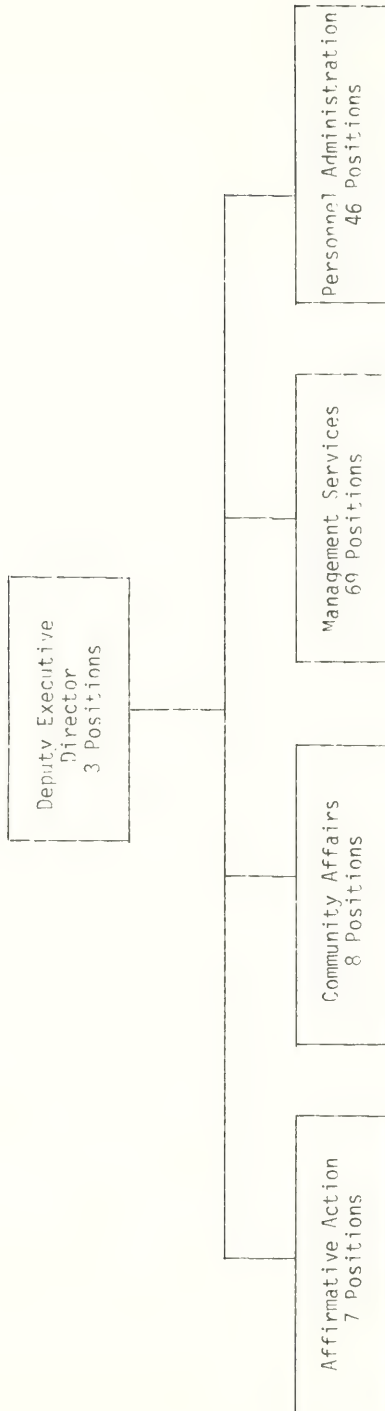
<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u>		<u>Budgeted</u>	
	<u>Positions</u>	<u>Rate</u>	<u>Positions</u>	<u>Rate</u>
<u>Design & Construction (Continued)</u>				
Civil Engineer III	1	\$35,510	1	\$40,276
Construction Specialist	1	35,000	1	36,750
Construction Specialist	1	34,400	1	36,120
Construction Controller	1	33,426	1	35,097
Mechanical Engineer III	1	39,000	1	40,950
Mechanical Engineer III	1	32,780	1	34,419
Senior Construction Technician	1	33,000	1	34,650
Senior Structural Engineer	1	39,000	1	43,670
Structural Engineer III	1	33,041	1	34,650
Structural Engineer III	1	30,000	1	37,000
Architectural Designer	1	30,706	1	32,298
Architectural Designer	1	29,521	1	30,521
Mechanical Designer	1	32,719	1	34,355
Civil Engineer II	1	25,200	1	29,736
Architectural Designer II	1	28,073	1	31,234
Construction Technician	1	27,248	1	27,890
Construction Technician	1	24,000	1	25,920
Design Draftsman III	1	33,906	1	34,036
Construction Inspector IV	3	33,906	3	34,036
Survey Party Chief	1	32,477	1	32,602
Design Draftsman I	1	31,228	1	31,347
Construction Inspector II	2	31,228	2	31,347
Instrumentman I	1	30,337	1	30,453
Civil/Structural Design Draftsman	1	26,114	1	26,497
Rodman II	1	27,480	1	28,033
Stenographer II (Composite)	2	26,588	2	26,690
	<u>45</u>		<u>45</u>	

Budget & Manpower

Supt., Budget and Manpower	1	37,000	1	42,005
Budget/Manpower Specialist	1	31,243	1	32,805
Budget/Manpower Specialist	1	25,875	1	25,541
Executive Secretary	1	23,913	1	25,105
	<u>4</u>		<u>4</u>	
Total	<u>1,448</u>		<u>1,448*</u>	

*NOTE: The equivalent of 257 of the above positions are funded by non-operating sources (capital program, etc.).

HUMAN RESOURCES DIVISION



DEPUTY EXECUTIVE DIRECTOR--HUMAN RESOURCES

Responsibilities and Objectives

Coordinate and direct operations of the Personnel Administration, Affirmative Action, Community Affairs and Management Services Departments as they contribute to the achievement of CTA's overall goals and objectives.

Key Objectives/Programs for 1985:

1. Monitor activities of departments, insuring prompt and reliable performance.
2. Solicit recommendations for managerial training projects, facilitate the internal selection process and submit to funding agency for approvals.
3. Effect system-wide distribution of special employee opportunity programs received from government and private industry.
4. Expedite processing of persons medically unfit for current positions through Disability Review Committee and identify alternative employment for them.

DEP EX DIR HUMAN RES

	1984 BUDGET	1984 PROJECTION	1985 PROPOSED BUDGET
OPERATING			
BASE LABOR COST	72,274	94,553	95,400
LABOR LOADING AMOUNT	33,626	45,013	52,000
WAGE & SALARY ADJUSTMENT		2,400	
TOTAL LABOR EXPENSE	105,900	141,966	147,400
TOTAL MATERIAL EXPENSE	900	820	900
ALLOWANCE - TOOLS & PASSES			
POWER - REVENUE VEHICLES			
UTILITIES			
MAINTENANCE & REPAIR			
ADVERTISING & PROMOTION			
OTHER SERVICES		4,500	
MEETINGS & SEMINARS	2,900	2,943	3,100
TRAINING			
REIMBURSED AUTO EXPENSE			
GENERAL TAXES			
LEASES & RENTALS			
GENERAL EXPENSES	600	612	500
DATACENTER EXPENSE ALLOCATION			
CASUALTY & LIABILITY LOSSES			
CORPORATE INSURANCE PREMIUM			
TECHNICAL STUDIES EXPENSE			
TOTAL OTHER EXPENSE	3,500	8,055	2,600
TOTAL OPERATING EXPENSE	110,300	150,841	151,900
	=====	=====	=====
NON-OPERATING			
BASE LABOR COST			
LABOR LOADING AMOUNT			
WAGE & SALARY ADJUSTMENT			
TOTAL LABOR EXPENSE			
TOTAL MATERIAL EXPENSE			
TOTAL OTHER EXPENSE			
TOTAL NON-OPERATING EXPENSE			
	=====	=====	=====

ARFA	0603	C H I C A G O	T R A N S I T	A U T H O R I T Y	DATE 10/03/84
D F P	F X	D I R	H U M A N	R E S	P O L I C Y U P TO A R F A 0602
DESCRIPTION		1984	1985	1985	1985
		BUDGET	PROPOSED RESULTS	CURRENT ACTIVITY	PROPOSED ADDITIONS
EMPLOYEES					
FULL TIME PERM FTP		2	3	3	3
FULL TIME TEMP FTT					
PART TIME TEMP PTI					
PART TIME PERM PTP					
TOTAL EMPLOYEES		2	3	3	3
CAPITAL PROJECT EMPS					
HOURS					
OPERATING HOURS		3,548	5,356	5,352	5,352
NON-OPERATING HOURS					
TOTAL HOURS		3,548	5,356	5,352	5,352
OPERATING \$					
LABOR		105,900	141,966	147,400	147,400
MATERIAL		900	820	900	900
OTHER		3,500	8,055	3,600	3,600
TOTAL OPERATING		110,300	150,841	151,900	151,900
NON-OPERATING \$					
LABOR					
MATERIAL					
OTHER					
TOTAL NON-OPER					
TOTAL OPER & NON-OPER		110,300	150,841	151,900	151,900

DEPUTY EXECUTIVE DIRECTOR--HUMAN RESOURCES

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>
Deputy Executive Dir., Human Resources	1	\$62,500	1	\$65,625
Executive Secretary (Composite)	1	29,425	1	30,160
Confidential Office Assistant	<u>-</u>	-	<u>1</u>	15,800
Total	<u><u>2</u></u>		<u><u>3</u></u>	

AFFIRMATIVE ACTION

Responsibilities and Objectives

Revise and monitor the Authority's Affirmative Action Programs including Equal Employment Opportunity, Disadvantaged Business Enterprise, Minority Banking and Title VI Programs.

Key Objectives/Programs for 1985:

1. Develop a more intense technical assistance program for Disadvantaged Business Enterprises and Women's Business Enterprises to prepare them for successful bidding on CTA contracts.
2. Revise implementation procedures for Authority's Disadvantaged Business Enterprises and Women's Business Enterprises Programs.
3. Set new Disadvantaged Business Enterprises and Women's Business Enterprises goals for 1985 in accordance with requirements of law.
4. Expand computerization capabilities of department to improve monitoring functions.
5. Review programs to identify areas (departments) where minorities and/or females appear to be underutilized. Assist these areas/departments in obtaining parity with pre-established goals and timetables.
6. Develop succession plan for the distinct inclusion of minorities and females at all levels throughout the Authority.
7. Coordinate process of identifying, classifying and monitoring the disposition of external inquiries and concerns relevant to service delivery.

AFFIRMATIVE ACTION

	1984 BUDGET	1984 PROJECTION	1985 PROPOSED BUDGET
OPERATING			
BASE LABOR COST	107,199	139,602	154,300
LABOR LOADING AMOUNT	49,801	66,629	84,100
WAGE & SALARY ADJUSTMENT		3,600	
TOTAL LABOR EXPENSE	157,000	209,831	238,400
TOTAL MATERIAL EXPENSE	2,900	2,739	3,100
ALLOWANCE - TOOLS & PASSES			
POWER - REVENUE VEHICLES			
UTILITIES			
MAINTENANCE & REPAIR			
ADVERTISING & PROMOTION		321	300
OTHER SERVICES	900	24,800	500
MEETINGS & SEMINARS	1,900	1,840	1,900
TRAINING	500	500	500
REIMBURSED AUTO EXPENSE			
GENERAL TAXES			
LEASES & RENTALS			
GENERAL EXPENSES	500	633	500
DATACENTER EXPENSE ALLOCATION	38,200	266	12,700
CASUALTY & LIABILITY LOSSES			
CORPORATE INSURANCE PREMIUM			
TECHNICAL STUDIES EXPENSE			
TOTAL OTHER EXPENSE	42,000	28,360	17,400
TOTAL OPERATING EXPENSE	201,900	240,930	258,900
=====		=====	=====
NON-OPERATING			
BASE LABOR COST	62,153	15,875	14,500
LABOR LOADING AMOUNT	28,947	7,557	7,900
WAGE & SALARY ADJUSTMENT		400	
TOTAL LABOR EXPENSE	91,100	23,832	22,400
TOTAL MATERIAL EXPENSE			
TOTAL OTHER EXPENSE			
TOTAL NON-OPERATING EXPENSE	91,100	23,832	22,400
=====		=====	=====

CHICAGO TRANSLIT AUTHORITY
PROPOSED BUDGET BY MAJOR OBJECT
EMPLOYEES - HOURS - EXPENSES

AREA 0612
AFFIRMATIVE ACTION

DESCRIPTION	1984	1984	1985	1985	1985
	BUDGET	PROJECTED RESULTS	CURRENT ACTIVITY	PROPOSED ADDITIONS	PROPOSED BUDGET
EMPLOYEES					
FULL TIME PERM FTT	7	7	7		
FULL TIME TEMP FTT					
PART TIME TEMP PTT					
PART TIME PERM PTP					
TOTAL EMPLOYEES	7	7	7		
CAPITAL PROJECT EMPS					
HOURS					
OPERATING HOURS	8,020	11,048	11,776		11,776
NON-OPERATING HOURS	5,268	1,356	1,104		1,104
TOTAL HOURS	13,288	12,404	12,880		12,880
OPERATING \$					
LABOR	157,000	209,831	238,400		238,400
MATERIAL	2,900	2,739	3,100		3,100
OTHER	42,000	28,360	17,400		17,400
TOTAL OPERATING	201,900	240,930	258,900		258,900
NON-OPERATING \$					
LABOR	91,100	23,832	22,400		22,400
MATERIAL					
OTHER					
TOTAL NON-OPER	91,100	23,832	22,400		22,400
TOTAL OPER & NON-OPER	293,000	264,762	281,300		281,300

AFFIRMATIVE ACTION

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>
Manager, Affirmative Action	1	\$40,000	1	\$43,260
Minority Business Enterprise Specialist	1	27,500	1	27,500
Minority Business Enterprise Specialist	1	23,000	1	24,875
Title VI Specialist	1	24,000	1	25,956
Affirmative Action Specialist	1	26,813	1	28,154
Executive Secretary	1	25,953	1	27,251
Staff Asst., Minority Business Enter	<u>1</u>	21,931	<u>1</u>	23,020
Total	<u><u>7</u></u>		<u><u>7</u></u>	

COMMUNITY AFFAIRS

Responsibilities and Objectives

To develop and maintain effective liaison with a variety of concerned individuals and groups throughout the Chicago Metropolitan Area including senior citizens, the disabled and handicapped, students and other special institutions and groups.

Key Objectives/Programs for 1985:

1. Create a viable continuing process for CTA and representative groups and individuals by which the concerns and needs of the 77 Community Areas will be addressed.
2. Effectively involve the public in assisting and implementing CTA's planning and service delivery within the framework of CTA's financial capabilities.
3. Improve attitudes toward CTA by the users and the public as a whole.
4. Project the Authority as a concerned, responsive public agency.
5. Assist in the receipt and monitoring of complaints and recommendations from the public via community groups, meetings and agencies, regarding overall transit service.
6. Develop comprehensive community resource information for each of the community areas.
7. Computerize community resource information.
8. Analyze community concerns, maintain follow-up files and contact on a periodic basis.
9. Develop audio-visual programs for special users such as students, senior citizens and the handicapped.

COMMUNITY AFFAIRS

	1984 BUDGET	1984 PROJECTION	1985 PROPOSED BUDGET
OPERATING			
BASE LABOR COST		95,155	193,200
LABOR LOADING AMOUNT		46,051	105,300
WAGE & SALARY ADJUSTMENT		3,900	
TOTAL LABOR EXPENSE		145,106	298,500
TOTAL MATERIAL EXPENSE		1,289	5,000
ALLOWANCE - TOOLS & PASSES			
POWER - REVENUE VEHICLES			
UTILITIES			
MAINTENANCE & REPAIR		300	400
ADVERTISING & PROMOTION		4,600	19,900
OTHER SERVICES		900	2,000
MEETINGS & SEMINARS		500	600
TRAINING		200	600
REIMBURSED AUTO EXPENSE			
GENERAL TAXES			
LEASES & RENTALS			
GENERAL EXPENSES		427	1,800
DATACENTER EXPENSE ALLOCATION			12,700
CASUALTY & LIABILITY LOSSES			
CORPORATE INSURANCE PREMIUM			
TECHNICAL STUDIES EXPENSE			
TOTAL OTHER EXPENSE		6,927	38,000
TOTAL OPERATING EXPENSE		153,322	341,500
=====		=====	=====
NON-OPERATING			
BASE LABOR COST			
LABOR LOADING AMOUNT			
WAGE & SALARY ADJUSTMENT			
TOTAL LABOR EXPENSE			
TOTAL MATERIAL EXPENSE			
TOTAL OTHER EXPENSE			
TOTAL NON-OPERATING EXPENSE			
=====		=====	=====

DESCRIPTION	1984 BUDGET	1984		1985		1986	
		PROPOSED	RESULTS	CURRENT ACTIVITY	PROPOSED	ADDITIONS	PROPOSED PROJECT
EMPLOYEES							
FULL TIME PERM FTP	3		7		7		8
FULL TIME TEMP CTT							
PART TIME TEMP PTT							
TOTAL EMPLOYEES	3		7		7		8
CAPITAL PROJECT EMPS							
HOURS							
OPERATING HOURS			7,336		13,128		14,508
NON-OPERATING HOURS							
TOTAL HOURS			7,336		13,128		14,508
OPERATING \$							
LABOR			145,106		274,800		298,500
MATERIAL			1,289		2,000		5,000
OTHER			6,827		38,000		38,000
TOTAL OPERATING			153,222		314,800		341,500
NON OPERATING \$							
LABOR							
MATERIAL							
OTHER							
TOTAL NON-OPER							
TOTAL OPER & NON-OPER			153,222		314,800		341,500

COMMUNITY AFFAIRS

1985 PROPOSED ADDITIONAL POSITIONS

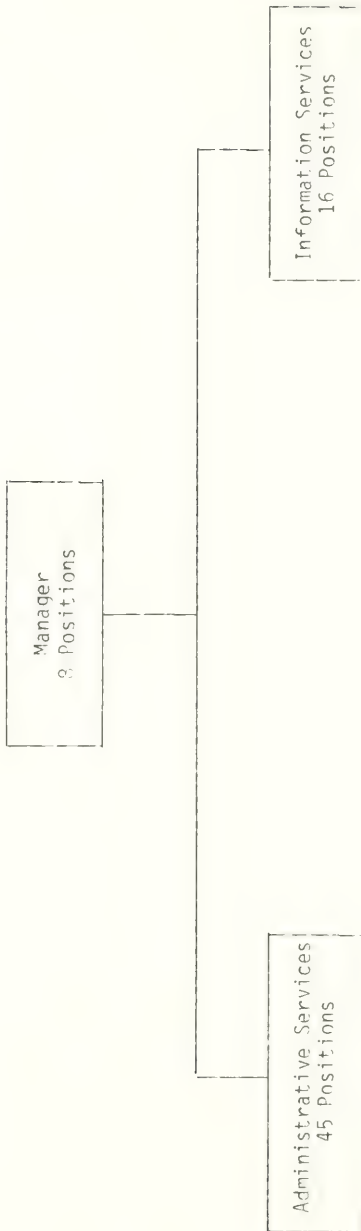
<u>Job Title</u>	<u>Budgeted Positions</u>	<u>Rate</u>
Community Relations Coordinator	<u>1</u>	\$22,000
Total	<u><u>1</u></u>	

COMMUNITY AFFAIRS

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>
Manager, Community Affairs	1	\$38,000	1	\$41,880
Supt., Community Relations	1	36,000	1	39,200
Community Relations Coordinator	1	24,000	1	25,956
Community Relations Coordinator	-	-	1	20,000
Executive Secretary	-	-	1	23,100
Bi-Lingual Community Relations Coord.	-	-	1	21,000
Confidential Office Assistant	-	-	1	21,650
	<u>3</u>		<u>7</u>	
Total	<u>3</u>		<u>7</u>	

MANAGEMENT SERVICES



MANAGEMENT SERVICES

Responsibilities and Objectives

Manager

The Manager is responsible for overall leadership and direction to the Manager's office, Administrative Services and Information Services sections. These areas provide administrative and resource information support to all other functional areas of the Authority. Responsibilities within the manager's office include the General Office facility (rent, maintenance, utilities, improvements, and reception/security), office furnishings and equipment, cafeteria, and telephone services.

Key Objectives/Programs for 1985:

1. Supervise and control all maintenance and service tasks at the General Office Facility.
2. Provide security for Authority employees and patrons through the use of contract security services and electronic controlled access system.
3. Assist all departments in finding solutions to office space problems through re-design or reallocation of space, preparation of construction drawings, contracting construction, and monitoring of construction to ensure satisfactory completion.
4. Process all requests for additional or replacement office equipment and furnishings through reallocation of existing or requisitioning of new.
5. Provide telephone management information to all departments in an effort to generate communication effectiveness and reduce overall telephone costs.
6. Install alternative long distance telephone service in an attempt to reduce overall telephone costs.
7. Monitor cafeteria vendor performance to ensure desirable food, service, pricing, and dining environment are provided to Authority staff and their guests.

Information Services

Section is responsible for acquiring, organizing and storing and retrieving information needed by Authority employees and provides a centralized access to external and internal sources of information. Additionally the section is responsible for Authority-wide records management, membership processing, and production/distribution of Administrative Procedures.

Key Objectives/Programs for 1985:

1. Maintain all files so that information is stored for prompt and efficient retrieval (cataloging, circulation, periodical check-in, shelving).
2. Control the introduction, supply and production of new and revised forms and elimination of some forms due to consolidation.
3. Design and produce print-ready copy for CTA forms, schedules, timetables, rule books, manuals, directories and other Authority publications, through the use of a computerized phototypesetting system.

Information Services

Key Objectives/Programs for 1985: (Con't.)

4. Assist departments in reducing and simplifying paperwork via improved procedures and forms.
5. Continue to be aware of who is doing what and who knows what within CTA and the transit industry to prevent duplication of efforts by CTA staff.

Administrative Services

Section is responsible for printing, photographic, stenographic, switchboard and mail services to all areas of the Authority.

MANAGEMENT SERVICES

	1984 BUDGET	1984 PROJECTION	1985 PROPOSED BUDGET
OPERATING			
BASE LABOR COST	1,555,097	1,541,355	1,670,800
LABOR LOADING AMOUNT	723,103	724,476	910,600
WAGE & SALARY ADJUSTMENT		16,400	
TOTAL LABOR EXPENSE	2,278,200	2,282,231	2,581,400
TOTAL MATERIAL EXPENSE	586,900	603,171	471,300
ALLOWANCE - TOOLS & PASSES			
POWER - REVENUE VEHICLES			
UTILITIES	1,526,200	1,554,027	1,600,500
MAINTENANCE & REPAIR	452,400	444,397	463,100
ADVERTISING & PROMOTION		4,083	4,000
OTHER SERVICES	63,200	56,963	66,400
MEETINGS & SEMINARS	2,900	3,076	3,300
TRAINING			
REIMBURSED AUTO EXPENSE			
GENERAL TAXES			
LEASES & RENTALS	2,351,300	2,312,229	2,375,600
GENERAL EXPENSES	80,800	74,839	111,800
DATACENTER EXPENSE ALLOCATION	10,700	4,864	18,600
CASUALTY & LIABILITY LOSSES			
CORPORATE INSURANCE PREMIUM			
TECHNICAL STUDIES EXPENSE			
TOTAL OTHER EXPENSE	4,487,500	4,454,478	4,643,300
TOTAL OPERATING EXPENSE	7,352,600	7,339,880	7,696,000
	=====	=====	=====
NON-OPERATING			
BASE LABOR COST			
LABOR LOADING AMOUNT			
WAGE & SALARY ADJUSTMENT			
TOTAL LABOR EXPENSE			
TOTAL MATERIAL EXPENSE			
TOTAL OTHER EXPENSE		65,037	
TOTAL NON-OPERATING EXPENSE		65,037	
	=====	=====	=====

DESCRIPTION	1984 BUDGET	1984 PROJECTED RESULTS	1985		1985		1985 PROPOSED BUDGET
			CURRENT ACTIVITY	ADDITIONS	PROPOSED	ADDITIONS	
EMPLOYEES							
FULL TIME PERM FTP	65	68	67	2	69		
FULL TIME TEMP FTI							
PART TIME TEMP PTT							
PART TIME PERM FTP							
TOTAL EMPLOYEES	65	68	67	2	69		
CAPITAL PROJECT EMPS							
HOURS							
OPERATING HOURS	119,796	121,921	125,560	2,760	128,320		
NON-OPERATING HOURS							
TOTAL HOURS	119,796	121,921	125,560	2,760	128,320		
OPERATING \$							
LABOR	2,278,200	2,282,231	2,520,100	61,300	2,581,400		
MATERIAL	586,900	603,171	471,300		471,300		
OTHER	4,487,500	4,454,478	4,643,300		4,643,300		
TOTAL OPERATING	7,352,600	7,339,880	7,634,700	61,300	7,696,000		
NON-OPERATING \$							
LABOR							
MATERIAL		65,037					
OTHER		65,037					
TOTAL NON-OPER		130,074					
TOTAL OPER & NON-OPER	7,352,600	7,469,954	7,634,700	61,300	7,696,000		

MANAGEMENT SERVICES

1985 PROPOSED ADDITIONAL POSITIONS

<u>Job Title</u>	<u>Budgeted Positions</u>	<u>Rate</u>
<u>Information Services</u>		
Records Management Analyst	<u>2</u>	\$28,500
Total	<u><u>2</u></u>	

MANAGEMENT SERVICES

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>
<u>Manager</u>				
Manager, Management Services	1	\$45,937	1	\$49,000
Unit Supv., Office Services	1	31,800	1	33,500
Special Projects Coord.	1	36,049	1	36,950
Executive Secretary	1	27,864	1	28,561
Design Draftsman	1	31,317	1	32,100
Confidential Office Assistant	-	-	1	12,000
Clerk Typist (Composite)	1	21,650	1	19,682
Clerk Typist (Composite)	1	19,607	1	19,682
	<u>7</u>		<u>8</u>	

Administrative Services

Director, Administrative Services	1	39,050	1	41,200
Supv., Photographic Services	1	31,500	1	33,750
Unit Supv., Reproduction	1	30,400	1	31,750
Unit Supv., Copy Center/Finishing	1	31,249	1	33,200
Unit Supv., Stenographic Services	1	36,016	1	36,916
Technical Graphics Designer	1	25,500	1	26,500
Photographer II	2	28,377	2	28,660
Supervising Mail Clerk	1	28,373	1	28,481
Paper Handler	1	28,373	1	28,481
Sr. Offset Machine Operator	1	27,302	1	27,406
Photo Identification Clerk	1	27,302	1	27,406
Dark Room Technician	1	27,302	1	27,406
Sr. Switchboard Operator	1	26,320	1	26,421
Electrical Keyboard Operator II	1	26,588	1	26,690
Electrical Keyboard Operator II	1	23,397	1	23,487
Duplicator Machine Operator	1	26,588	1	26,690
Duplicator Machine Operator	1	23,397	1	23,487
Typist II (Composite)	1	25,875	1	25,973
Switchboard Operator II	2	25,875	2	25,973
Finishing Clerk	3	25,875	3	25,973
Electrical Keyboard Operator I	1	25,875	1	25,973
Electrical Keyboard Operator I	2	21,217	2	21,298
Duplicator Operator II	2	25,875	2	25,973
Switchboard Operator I	2	24,982	2	25,077
Switchboard Operator I	4	20,485	4	20,563
Principal Mail Clerk	1	24,982	1	25,077
Duplicator Operator I	4	24,982	4	25,077
Duplicator Operator I	1	20,486	1	20,563

MANAGEMENT SERVICES

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>
<u>Administrative Services (continued)</u>				
Mail Clerk	1	\$23,820	1	\$23,908
Mail Clerk	3	23,019	3	23,107
	<u>45</u>		<u>45</u>	
<u>Information Services</u>				
Director, Information Services	1	40,200	-	-
Supv., Forms/Records & Procedures	1	32,000	1	35,850
Supv., Library Services	1	30,000	1	31,800
Records Management Coordinator	1	27,550	1	29,000
Forms/Records Procedures Coordinator	1	26,100	1	27,700
Micrographics Specialist	1	20,348	1	21,400
Reference Librarian	1	23,100	1	25,000
Forms/Records/Procedures Asst.	1	16,400	1	18,100
Records Center Clerk	1	22,305	1	22,390
Graphic Information Composer	1	30,337	1	31,900
Graphic Information Composer	1	17,195	1	19,800
Records Center Coordinator	1	28,373	1	28,481
Principal Library Asst.	1	28,373	1	28,481
File Clerk	-	-	2	18,360
	<u>13</u>		<u>14</u>	
Total	<u>65</u>		<u>67</u>	

PERSONNEL ADMINISTRATION

Responsibilities and Objectives

Provide departments with personnel who have been evaluated and determined to be qualified so Authority needs will be met.

Provide job specifications that clearly define occupational prerequisites. Provide Authority with comprehensive personnel records and current tables of organization. Research unemployment compensation claims and provide documentation used in defense of the Authority.

Provide personnel selection services through application of techniques in accordance with fair employment law, affirmative action goals, and professional standards.

Provide medical services which assure that all CTA personnel are medically fit to perform their duties in a safe and effective manner.

Key Objectives/Programs for 1985:

1. Coordinate evaluation of applicants with Medical, Personnel Research and various user departments.
2. Assure procedures are in compliance with EEOC regulations, Affirmative Action goals and labor agreements.
3. Administer Tuition Aid Program.
4. Evaluate employees referred by Disability Review Committee and through Employee Assistance Program return employees to productive status when possible.
5. Effect personnel actions resulting from union agreements or arbitration awards.
6. Participate in Job Fairs and Career Day programs.
7. Revise exempt and non-exempt position descriptions as needed to consolidate number of classifications.
8. Coordinate activities associated with Performance Review Procedure and implement changes recommended by Peat, Marwick & Mitchell.
9. Conduct validation studies for refinement and evaluation of established tests.
10. Perform pre-employment medical examinations, employee disability claim examinations, annual and bi-annual exams for operating personnel, and routine and special tests.
11. Counsel employees regarding work related and personal adjustment problems. Advise management of effective methods for supervising counseling program participants.
12. Provide medical expertise to Pension Committee, Disability Review Committee and Labor Relations Department.

PERSONNEL ADMIN

	1984 BUDGET	1984 PROJECTION	1985 PROPOSED BUDGET
<u>OPERATING.</u>			
BASE LABOR COST	896,508	909,709	1,085,300
LABOR LOADING AMOUNT	416,892	432,669	591,500
WAGE & SALARY ADJUSTMENT		20,800	
TOTAL LABOR EXPENSE	<u>1,313,400</u>	<u>1,363,178</u>	<u>1,676,800</u>
TOTAL MATERIAL EXPENSE	<u>11,400</u>	<u>13,574</u>	<u>16,600</u>
<u>ALLOWANCE - TOOLS & PASSES</u>			
<u>POWER - REVENUE VEHICLES</u>			
<u>UTILITIES</u>			
MAINTENANCE & REPAIR	2,100	2,089	2,100
ADVERTISING & PROMOTION	3,000	7,213	15,000
OTHER SERVICES	362,100	127,300	221,000
MEETINGS & SEMINARS	3,000	3,015	3,200
TRAINING			
REIMBURSED AUTO EXPENSE		300	1,600
GENERAL TAXES			
LEASES & RENTALS			
GENERAL EXPENSES	3,100	2,676	3,400
DATACENTER EXPENSE ALLOCATION	160,200	25,129	33,000
CASUALTY & LIABILITY LOSSES			
CORPORATE INSURANCE PREMIUM			
TECHNICAL STUDIES EXPENSE			
TOTAL OTHER EXPENSE	<u>533,500</u>	<u>167,722</u>	<u>279,300</u>
TOTAL OPERATING EXPENSE	<u>1,858,300</u> =====	<u>1,544,474</u> =====	<u>1,972,700</u> =====
<u>NON-OPERATING.</u>			
<u>BASE LABOR COST</u>			
<u>LABOR LOADING AMOUNT</u>			
<u>WAGE & SALARY ADJUSTMENT</u>			
TOTAL LABOR EXPENSE			
TOTAL MATERIAL EXPENSE			
TOTAL OTHER EXPENSE			
TOTAL NON-OPERATING EXPENSE	=====	=====	=====

AREA 0606
PERSONNEL ADMIN

DESCRIPTION	1984		1985		1985	
	BUDGET	PROJECTED RESULTS	CURRENT ACTIVITY	PROPOSED ADDITIONS	PROPOSED BUDGET	
EMPLOYEES						
FULL TIME PERM FTP	35	36	36	10	46	
FULL TIME TEMP FTI						
PART TIME TEMP PTI						
PART TIME PERM PTP						
TOTAL EMPLOYEES	35	36	36	10	46	
CAPITAL PROJECT EMPS						
HOURS						
OPERATING HOURS	64,400	66,188	67,104	14,580	81,684	
NON-OPERATING HOURS						
TOTAL HOURS	64,400	66,188	67,104	14,580	81,684	
OPERATING \$						
LABOR	1,313,400	1,363,178	1,492,500	184,300	1,676,800	
MATERIAL	11,400	13,574	11,600	5,000	16,600	
OTHER	533,500	167,722	277,300	2,000	279,300	
TOTAL OPERATING	1,858,300	1,544,474	1,781,400	191,300	1,972,700	
NON-OPERATING \$						
LABOR						
MATERIAL						
OTHER						
TOTAL NON-OPER						
TOTAL OPER & NON-OPR	1,858,300	1,544,474	1,781,400	191,300	1,972,700	

PERSONNEL ADMINISTRATION

1985 PROPOSED ADDITIONAL POSITIONS

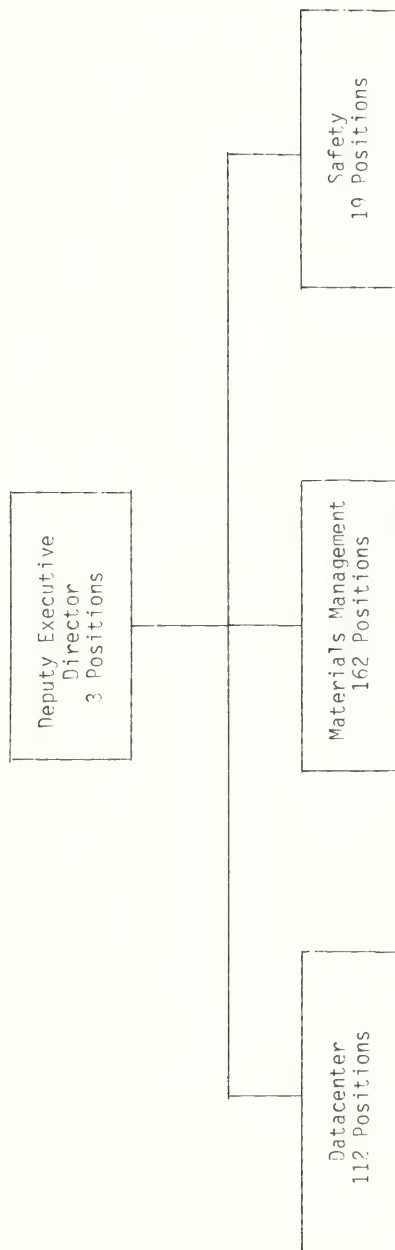
<u>Job Title</u>	<u>Budgeted Positions</u>	<u>Rate</u>
Transit Professional Trainee	5	\$17,000
Co-op Student Intern	4	15,000
Confidential Office Assistant	<u>1</u>	15,000
 Total	 <u><u>10</u></u>	

PERSONNEL ADMINISTRATION

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u>	<u>Rate</u>	<u>Budgeted</u>	<u>Rate</u>
	<u>Positions</u>		<u>Positions</u>	
Manager, Personnel Administration	1	\$45,235	1	\$51,015
Supt., Employment & Placement	1	34,020	1	38,565
Supt., Job Class & Compensation	1	38,716	1	42,650
Chief Examining Physician	1	45,037	1	45,037
Supv., Pers Research & Affirm Action	1	31,752	1	36,095
Physician & Surgeon	1	44,091	1	44,975
Classification & Compensation Specialist	1	36,602	1	38,842
Classification & Compensation Specialist	1	33,303	1	35,555
Classification & Compensation Specialist	1	31,160	1	33,265
Classification & Compensation Specialist	1	30,850	1	32,930
Coordinator Empl. Asst. Program	1	34,775	1	37,035
Personnel Specialist II	1	31,639	1	33,270
Personnel Specialist II	1	31,294	1	33,270
Personnel Specialist II	1	28,981	1	30,785
Personnel Specialist I	1	28,981	1	30,430
Personnel Specialist I	1	27,903	1	29,300
Employee Assistance Specialist	1	30,740	1	32,280
Employee Assistance Specialist	1	29,000	1	22,585
Certification & Development Coordinator	1	32,120	1	32,120
Personnel Research Analyst I	1	26,045	1	27,600
Personnel Research Analyst I	1	23,000	1	22,605
Personnel Records Coordinator	1	28,160	1	30,000
Executive Secretary	1	26,000	1	27,300
Personnel Document Representative	1	25,452	1	27,200
Personnel Administration Assistant	1	25,270	1	27,040
Registered Nurse	1	28,932	1	30,090
Registered Nurse	1	26,200	1	27,775
Confidential Office Assistant	1	14,000	1	17,230
Confidential Office Assistant	1	13,200	1	14,810
Confidential Office Assistant	1	22,305	1	13,000
Transit Professional Trainee	-	-	1	18,000
Salary Administration Clerk	1	27,480	1	28,033
Medical Technician II	1	26,588	1	26,690
Receptionist	1	25,875	1	25,973
Placement Clerk	1	25,875	1	25,973
File Clerk	<u>1</u>	<u>18,289</u>	<u>1</u>	<u>18,360</u>
Total	<u>35</u>		<u>36</u>	

ADMINISTRATION DIVISION



DEPUTY EXECUTIVE DIRECTOR--ADMINISTRATION

Responsibilities and Objectives

Deputy Executive Director

The Deputy Executive Director, Administration, has the overall responsibility of managing the activities of the Materials Management, Datacenter and Safety Departments, and to coordinate the activities of these departments to ensure that the plans and programs provide the highest quality at the least cost.

Key Objectives/Programs for 1985:

1. To ensure that the goals and objectives of the Materials Management, Datacenter and Safety Departments are met during 1985.
2. Review all programs developed by the departments of the Administration Division to ensure that the best and most cost-effective plans are used for program implementation.
3. Plan for new information and data processing requirements to reduce expenditures throughout CTA.
4. To ensure that the overall safety goals of CTA meet the highest industry standards.

DEP EX DIR ADMIN

	1984 BUDGET	1984 PROJECTION	1985 PROPOSED BUDGET
OPERATING:			
BASE LABOR COST	99,501	98,202	107,200
LABOR LOADING AMOUNT	46,299	46,618	58,400
WAGE & SALARY ADJUSTMENT		2,100	
TOTAL LABOR EXPENSE	145,800	146,920	165,600
TOTAL MATERIAL EXPENSE	1,300	2,065	2,200
ALLOWANCE - TOOLS & PASSES			
POWER - REVENUE VEHICLES			
UTILITIES			
MAINTENANCE & REPAIR		13	
ADVERTISING & PROMOTION			
OTHER SERVICES			
MEETINGS & SEMINARS	2,500	4,857	3,000
TRAINING			
REIMBURSED AUTO EXPENSE			
GENERAL TAXES			
LEASES & RENTALS	8,400	8,400	4,600
GENERAL EXPENSES	900	913	800
DATACENTER EXPENSE ALLOCATION			
CASUALTY & LIABILITY LOSSES			
CORPORATE INSURANCE PREMIUM			
TECHNICAL STUDIES EXPENSE			
TOTAL OTHER EXPENSE	11,800	14,183	8,400
TOTAL OPERATING EXPENSE	158,900	163,168	176,200
	=====	=====	=====
NON-OPERATING			
BASE LABOR COST			
LABOR LOADING AMOUNT			
WAGE & SALARY ADJUSTMENT			
TOTAL LABOR EXPENSE			
TOTAL MATERIAL EXPENSE			
TOTAL OTHER EXPENSE			
TOTAL NON-OPERATING EXPENSE			
	=====	=====	=====

AREA	0601	C H I C A G O	T R A N S I T	A U T H O R I T Y	ROLLS UP TO AREA	DATE
DEP EX DIR ADMIN		PROPOSED BUDGET BY MAJOR OBJECT			0600	10/07/84
DESCRIPTION	1984 BUDGET	1984 PROJECTED RESULTS	1985 CURRENT ACTIVITY	1985 PROPOSED ADDITIONS	1985 PROPOSED BUDGET	
EMPLOYEES						

FULL TIME PERM FTP	3	3	3		3	
FULL TIME TEMP FIT						
PART TIME TEMP PTT						
PART TIME PERM PTP						
TOTAL EMPLOYEES	3	3	3		3	

CAPITAL PROJECT EMPS						
HOURS						

OPERATING HOURS	5,472	5,380	5,520		5,520	
NON-OPERATING HOURS						
TOTAL HOURS	5,472	5,380	5,520		5,520	

OPERATING \$						

LABOR	145,800	146,920	165,600		165,600	
MATERIAL	1,300	2,065	2,200		2,200	
OTHER	11,800	14,183	8,400		8,400	
TOTAL OPERATING	158,900	163,168	176,200		176,200	

NON-OPERATING \$						

LABOR						
MATERIAL						
OTHER						
TOTAL NON-OPER						

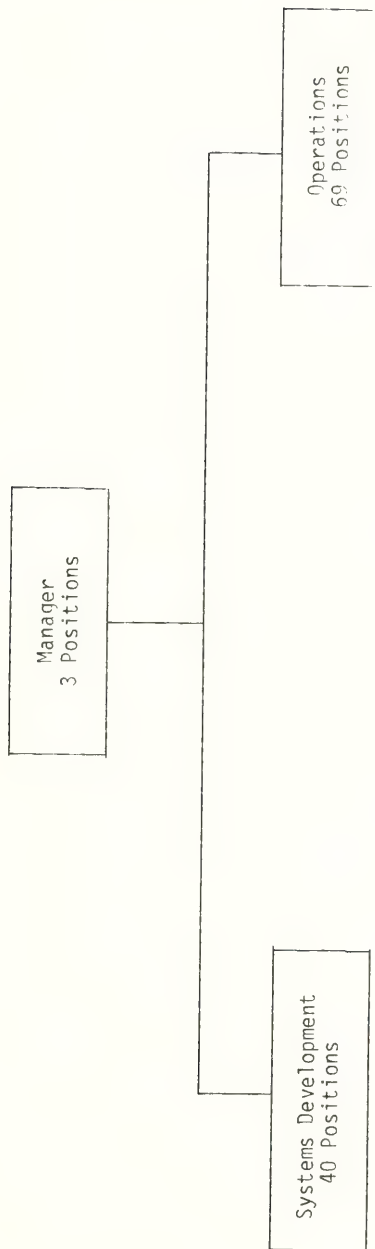
TOTAL OPER & NON-OPER	158,900	163,168	176,200		176,200	

DEPUTY EXECUTIVE DIRECTOR -- ADMINISTRATION

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>
Deputy Executive Director, Admin.	1	\$63,600	1	\$68,052
Executive Secretary	1	31,358	1	32,142
Materials Management Clerk	<u>1</u>	21,217	<u>1</u>	21,298
Total	<u>3</u>		<u>3</u>	

DATACENTER



DATACENTER

Responsibilities and Objectives

The department is responsible for:

- Performing operational processing of all CTA on-line and batch production systems. Providing technical programming support for computer operations and the installation and control of CTA's data communication network.
- Maintaining all currently operational CTA applications systems.
- Performing development of new systems and enhancements as decided by top CTA management.
- Working with user departments on implementing Information Systems.

Key Objectives/Programs for 1985:

1. Provide to the CTA high quality information processing services which meet the expressed needs of management and operating personnel, and which exercise a positive influence in assisting all levels of management in evaluating and improving public service and the efficiency of internal operations.
2. Develop, in coordination with user personnel, automatic information processing techniques and systems that will enable CTA to improve safety and services for the community on a cost-effective basis.
3. Introduce into the company, cost-effective information processing systems that will help stabilize operating expenses.
4. Develop and implement business system solutions to operating problems that will streamline procedures, speed up processing, and provide effective controls.
5. Evaluate and select, on a continuing basis, the most cost-effective computer hardware and software consistent with CTA's information processing requirements.
6. Provide twenty-four hour per day, seven day per week, data processing support for all on-going systems.
7. Anticipate and plan for information processing requirements that are to the benefit of individual departments, as well as to corporate management.
8. Maintain a staff of competent data processing professionals through continual recruitment, education, and advancement.
9. Provide quality control review of all new or revised application systems and programs.
10. Perform new systems development and major systems enhancement for selected applications as directed by the CTA Executive Director.
11. Perform maintenance on existing application systems as required by user departments and outside agencies, according to priorities established by CTA management.

Key Objectives/Programs for 1985: (Con't.)

12. Provide data base administration and support services to all systems development project teams. Provide technical support to all CTA departments engaged in the development or maintenance of user-developed applications using specialized development software.
13. Maintain appropriate control of the corporate data processing resources of the CTA by means of organizational controls and sound audit procedures.
14. Provide input to the Information Systems Advisory Committee process in prioritizing Datacenter Activities.
15. Train and coordinate with user departments to make effective use of the Information Center.
16. Identify and implement effective productivity packages in support of the Datacenter mission.

DATACENTER

	1984 BUDGET	1984 PROJECTION	1985 PROPOSED BUDGET
OPERATING:			
BASE LABOR COST	2,586,670	2,483,401	2,859,100
LABOR LOADING AMOUNT	1,202,830	1,179,783	1,558,100
WAGE & SALARY ADJUSTMENT		53,400	
TOTAL LABOR EXPENSE	3,789,500	3,716,584	4,417,200
TOTAL MATERIAL EXPENSE	264,100	271,308	307,900
ALLOWANCE - TOOLS & PASSES			
POWER - REVENUE VEHICLES			
UTILITIES		3,140	3,200
MAINTENANCE & REPAIR	1,324,000	1,324,052	1,524,000
ADVERTISING & PROMOTION			
OTHER SERVICES	640,000	596,909	529,000
MEETINGS & SEMINARS	10,000	15,523	16,500
TRAINING	60,000	59,947	125,700
REIMBURSED AUTO EXPENSE			
GENERAL TAXES			
LEASES & RENTALS	2,100,000	2,197,208	1,464,000
GENERAL EXPENSES	7,500	9,017	10,200
DATACENTER EXPENSE ALLOCATION			
CASUALTY & LIABILITY LOSSES			
CORPORATE INSURANCE PREMIUM			
TECHNICAL STUDIES EXPENSE			
TOTAL OTHER EXPENSE	4,141,500	4,205,796	3,672,600
TOTAL OPERATING EXPENSE	8,195,100	8,193,688	8,397,700
	=====	=====	=====
NON-OPERATING			
BASE LABOR COST			
LABOR LOADING AMOUNT			
WAGE & SALARY ADJUSTMENT			
TOTAL LABOR EXPENSE			
TOTAL MATERIAL EXPENSE		108,600	
TOTAL OTHER EXPENSE		350,000	
TOTAL NON-OPERATING EXPENSE		458,600	
	=====	=====	=====

CHICAGO TRANSPORT AUTHORITY
PROPOSED BUDGET BY MAJOR OBJECT
EMPLOYEES--HOURS--EXPENSES

ROLLS UP TO AREA 0600

DESCRIPTION	1984- BUDGET	1984- PROJECTED RESULTS	1985- CURRENT ACTIVITY	1985- PROPOSED ADDITIONS	1985- PROPOSED BUDGET
EMPLOYEES					
FULL TIME PERM FTP	103	104	104	8	112
FULL TIME TEMP FIT					
PART TIME TEMP PIT					
PART TIME PERM PTP					
TOTAL EMPLOYEES	103	104	104	8	112
CAPITAL PROJECT EMPS					
HOURS					
OPERATING HOURS	197,183	188,742	194,195	11,334	205,589
NON-OPERATING HOURS					
TOTAL HOURS	197,183	188,742	194,195	11,334	205,589
OPERATING \$					
LABOR	3,789,500	3,716,584	4,180,800	236,400	4,417,200
MATERIAL	264,100	271,308	307,900		307,900
OTHER	4,141,500	4,205,796	3,443,600	229,000	3,672,600
TOTAL OPERATING	8,195,100	8,193,688	7,932,300	465,400	8,397,700
NON-OPERATING \$					
LABOR					
MATERIAL		108,600			
OTHER		350,000			
TOTAL NON-OPER		458,600			
TOTAL OPER & NON-OPER	8,195,100	8,652,288	7,932,300	465,400	8,397,700

DATACENTER

1985 PROPOSED ADDITIONAL POSITIONS

<u>Job Title</u>	<u>Budgeted Positions</u>	<u>Rate</u>
<u>Datacenter Operations</u>		
Supervisor, Computer Production Control	1	\$27,700
Systems Programmer II	1	23,100
Computer Operator II	2	21,000
Computer Production Controller II	1	18,000
	<u>5</u>	
<u>Systems Development</u>		
Lead Programmer/Analyst	3	34,000
	<u>3</u>	
Total	<u>8</u>	

DATACENTER

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>
<u>Manager, Datacenter</u>				
Manager, Datacenter	1	\$54,500	1	\$58,315
Supt., Administration	-	-	1	34,000
Administrative Secretary	1	26,588	1	26,690
	<u>2</u>		<u>3</u>	
<u>Datacenter Operations</u>				
Director, Datacenter Operations	1	49,500	1	53,100
Supt., Operations & Control	1	39,741	1	42,324
Supt., Software Support	1	40,800	1	44,000
Supv., Datacenter Operations	1	37,622	1	40,000
Supv., Computer Operations	1	34,203	1	36,005
Supv., Comp. Prod. Control	1	27,752	1	30,735
Supv., Data Communications	1	27,294	1	29,518
Lead Systems Programmer	1	38,435	1	38,435
Lead Systems Programmer	1	33,000	1	30,198
Computer Production Controller Coord.	1	25,577	1	28,320
Computer Production Controller Coord.	1	25,000	1	26,264
Computer Production Controller Coord.	1	24,582	1	26,585
Computer Production Controller Coord.	1	22,579	1	24,400
Computer Production Controller Coord.	1	16,050	1	21,000
Computer Production Controller Coord.	1	15,266	1	21,000
Senior Systems Programmer	1	26,400	1	29,013
Lead Quality Assurance Analyst	1	22,780	1	26,522
Quality Assurance Analyst	1	17,000	1	23,869
Data Communications Analyst	1	23,900	1	26,217
Systems Programmer II	1	23,900	1	25,991
Systems Programmer II	1	23,700	1	23,700
Systems Programmer II	2	23,000	2	26,200
Systems Programmer II	1	22,500	1	25,809
Systems Programmer II	1	22,500	1	22,500
Senior Comp. Prod. Controller	1	21,324	1	23,063
Senior Comp. Prod. Controller	1	20,422	1	22,087
Senior Comp. Prod. Controller	1	19,822	1	21,948
Senior Computer Operator	1	29,065	1	29,937
Senior Computer Operator	1	27,475	1	28,298
Senior Data Comm. Specialist	1	25,826	1	26,859
Computer Production Controller II	1	20,800	1	21,830
Computer Production Controller II	1	20,400	1	21,012
Computer Production Controller II	1	18,700	1	20,200

DATACENTER

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>
<u>Datacenter Operations (continued)</u>				
Computer Production Controller II	1	\$17,700	1	\$19,110
Computer Production Controller II	1	17,000	1	18,370
Computer Production Controller II	1	16,950	1	18,310
Computer Production Controller II	1	17,000	1	18,281
Computer Production Controller II	1	16,000	1	17,085
Computer Operator II	1	23,969	1	25,167
Computer Operator II	1	23,174	1	24,332
Computer Operator II	1	22,894	1	24,038
Computer Operator II	1	22,152	1	23,259
Computer Operator II	1	18,746	1	20,273
Computer Operator II	1	17,800	1	19,250
Computer Operator II	1	17,000	1	18,370
Data Comm. Specialist II	1	22,465	1	24,874
Data Comm. Specialist II	1	20,122	1	21,762
Systems Analyst III	1	31,228	1	31,347
Sr. Tabulating Machine Operator	1	31,228	1	31,347
Remote I/O Equipment Operator	1	31,228	1	29,557
Sr. Keypunch Operator	1	30,337	1	30,452
Systems Analyst I	1	29,443	1	29,556
Principal Keypunch Operator	1	28,373	1	28,481
Jr. Computer Operator	1	24,162	1	24,254
Purchase & Control Clerk	1	26,588	1	26,690
Administrative Secretary	1	26,588	1	26,690
Key Punch Operator I	4	20,485	4	20,563
Key Punch Operator I	1	18,437	1	20,563
Key Punch Operator I	1	17,412	1	20,563
Key Punch Operator I	1	17,412	1	18,508
	<u>64</u>		<u>64</u>	

Systems Development

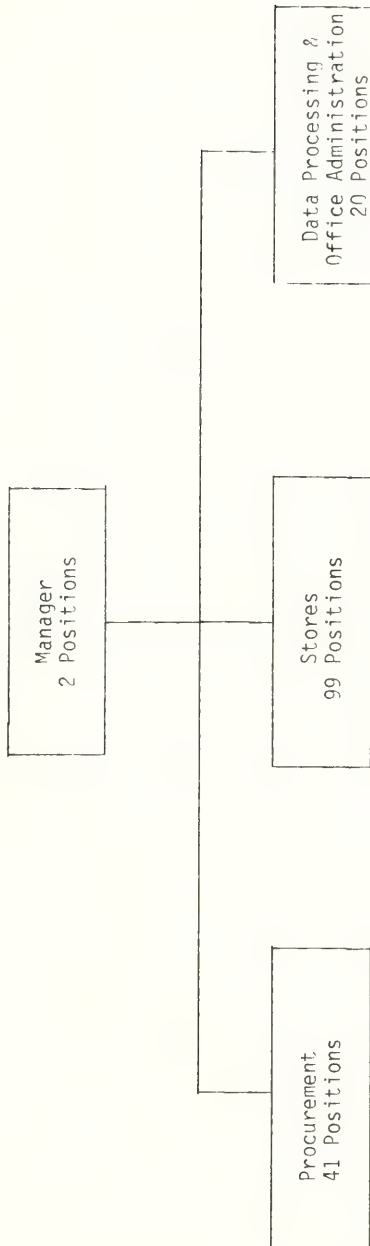
Director, Systems Development	1	46,377	1	50,000
Superintendent, Systems Development	1	41,600	1	43,800
Staff Analyst	1	40,600	1	43,550
Project Analyst	1	38,800	1	40,740
Project Analyst	1	38,500	1	40,425
Project Analyst	1	38,000	1	40,000
Project Analyst	1	37,761	1	40,200
Project Analyst	1	36,000	1	40,000
Project Analyst	1	35,000	1	40,357
Project Analyst	1	35,000	1	38,199
Project Analyst	2	35,000	2	35,000

DATACENTER

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u>		<u>Budgeted</u>	
	<u>Positions</u>	<u>Rate</u>	<u>Positions</u>	<u>Rate</u>
<u>Systems Development (continued)</u>				
Lead Systems Analyst	1	\$35,200	1	\$36,950
Lead Systems Analyst	1	35,200	1	34,650
Lead Programmer Analyst	1	36,000	1	37,800
Lead Programmer Analyst	1	35,000	1	36,750
Lead Programmer Analyst	1	32,900	1	34,597
Lead Programmer Analyst	2	32,900	2	34,545
Lead Programmer Analyst	1	32,300	1	32,858
Sr. Programmer/Analyst	1	30,754	1	31,080
Sr. Programmer/Analyst	1	29,700	1	31,185
Sr. Programmer/Analyst	1	29,443	1	30,975
Sr. Programmer/Analyst	1	29,160	1	29,729
Sr. Programmer/Analyst	1	27,600	1	29,849
Sr. Programmer/Analyst	1	27,600	1	27,600
Sr. Programmer/Analyst	1	25,600	1	27,686
Sr. Systems Analyst	1	33,383	1	34,031
Sr. Systems Analyst	1	26,352	1	27,288
Programmer/Analyst	1	29,700	1	29,700
Programmer/Analyst	1	28,900	1	30,345
Programmer/Analyst	1	28,221	1	29,632
Programmer/Analyst	1	28,000	1	29,400
Programmer	1	27,000	1	23,793
Programmer	1	23,760	1	23,793
Sr. Programmer	1	33,906	1	34,036
Administrative Secretary	1	26,588	1	26,690
	<u>37</u>		<u>37</u>	
Total	<u>103</u>		<u>104</u>	

MATERIALS MANAGEMENT



MATERIALS MANAGEMENT

Responsibilities and Objectives

Manager

To manage the overall activities of the department, which are to search out and provide in the least possible time, all material, equipment and services that are required by all entities in the CTA, and to effect the ultimate desired combination of quality, availability and cost.

Key Objectives/Programs for 1985:

1. Administer the procurement and warehouse functions of the department in accordance with public law.
2. Obtain relief from the \$5,000 limit on formal contracts, and increase the limit to \$25,000 - \$75,000--an objective which dates back to 1979.

Procurement

To manage the overall procurement of materials and services for vehicle and plant maintenance, capital procurements, and other activities of CTA. Obtain bid quotations and expedite shipment of material. Prepare technical specifications for purchases and process formal contracts from requisition through Board approval and contract award.

Key Objectives/Programs for 1985:

1. Improve control and reporting on contract cost overruns.
2. Establish a method of maintaining and updating an on-line buyer/vendor performance system.
3. Improve the handling of vendor claims.
4. Continue training employees about innovations in procurement.
5. Prepare additional annual contracts for increased material requirements and improve availability of goods and services.
6. Institute a regular method of accepting purchased materials and services.

Stores

To order, control, receive, store, and issue the stock, non-stock, and capital material used in the maintenance and repair of CTA revenue and non-revenue vehicles and facilities, and stationery supplies.

Key Objectives/Programs for 1985:

1. Attempt to obtain capital funds for implementation of the Exploded Views Program for various assemblies and subassemblies used in maintenance.
2. Further enhance Inventory Control System.
3. Continue the establishment of the Washington Street Storeroom as staffing allows.

Responsibilities and Objectives

Stores

Key Objectives/Programs for 1985: (Con't.)

4. Continue to work on revised storage equipment and systems to improve space and cube utilization, and also to improve efficiency.
5. Continue relocation of materials for multiple steps of the reconstruction of the 63rd Street Yard.
6. Work with Datacenter to determine the feasibility of using bar codes for material identification and control.
7. Replace hazardous receiving dock and level improperly constructed floor at Stores North.
8. Develop efficient systems for new Stores South warehouse currently being designed.
9. Install security fencing around the East House at 78th and Vincennes.
10. Develop key training programs for all stores employees.

Data Processing & Office Administration

Design, develop and implement manual, computer, and office systems. Develop and maintain departmental policies and procedures. Process all departmental personnel and payroll matters, conduct departmental training activities, retain departmental records, prepare departmental budget, and coordinate departmental safety.

Key Objectives/Programs for 1985:

1. Revise the work-in-process flow charts to align them with the new computer systems.
2. Develop functional descriptions of individual unit activities to coincide with the work-in-process flow charts.
3. Implement Stores Transaction Inventory Entry System.
4. Review current computer operating systems for needed enhancements.
5. Continue to search out and review potential business office systems which could be applicable to the department's operation and increase productivity levels.
6. Continue the programs established for cross training and rotation of personnel for greater flexibility and elimination of operational discrepancies.
7. Research the use of various audio/visual training aids for in-house use.
8. Provide training to user groups as new systems/procedures are implemented.
9. Seminar for Unit Supervisor/Supervisor. Development in management skills in industrial trends and warehousing.
10. Prepare for the implementation of Zip plus 4 as mandated by the U.S. Postal Service.

MATERIALS MANAGEMENT

	1984 BUDGET	1984 PROJECTION	1985 PROPOSED BUDGET
OPERATING:			
BASE LABOR COST	4,207,056	4,249,254	4,391,200
LABOR LOADING AMOUNT	1,956,244	1,996,039	2,393,000
WAGE & SALARY ADJUSTMENT		43,200	
TOTAL LABOR EXPENSE	6,163,300	6,288,493	6,784,200
TOTAL MATERIAL EXPENSE	186,000	187,620	199,500
ALLOWANCE - TOOLS & PASSES			
POWER - REVENUE VEHICLES			
UTILITIES			
MAINTENANCE & REPAIR	117,100	106,530	82,700
ADVERTISING & PROMOTION	15,000	15,950	25,200
OTHER SERVICES	114,300	114,132	81,200
MEETINGS & SEMINARS	21,000	26,867	44,100
TRAINING	15,000	15,000	15,900
REIMBURSED AUTO EXPENSE	2,500	2,526	4,800
GENERAL TAXES			
LEASES & RENTALS	29,700	73,654	109,500
GENERAL EXPENSES	46,900	51,989	57,700
DATACENTER EXPENSE ALLOCATION	1,378,800	1,699,145	1,420,600
CASUALTY & LIABILITY LOSSES			
CORPORATE INSURANCE PREMIUM			
TECHNICAL STUDIES EXPENSE			
TOTAL OTHER EXPENSE	1,740,300	2,105,793	1,841,700
TOTAL OPERATING EXPENSE	8,089,600	8,581,906	8,825,400
=====		=====	=====
NON-OPERATING			
BASE LABOR COST			
LABOR LOADING AMOUNT			
WAGE & SALARY ADJUSTMENT			
TOTAL LABOR EXPENSE			
TOTAL MATERIAL EXPENSE	275,000	182,347	183,600
TOTAL OTHER EXPENSE		46,679	62,000
TOTAL NON-OPERATING EXPENSE	275,000	229,026	245,600
=====		=====	=====

C H I C A G O T R A N S I T A U T H O R I T Y
PROPOSED BUDGET BY MAJOR OBJECT
EMPLOYEES--HOURS--EXPENSES

AREA 0705
MATERIALS MANAGEMENT

DESCRIPTION	1984 BUDGET	1984 PROJECTED RESULTS	1985 CURRENT ACTIVITY	1985 PROPOSED ADDITIONS	1986 PROPOSED BUDGET
EMPLOYEES					

FULL TIME PERM FTP	158	161	161	1	162
FULL TIME TEMP FIT					
PART TIME TEMP PTT					
PART TIME PERM PTP					
TOTAL EMPLOYEES	158	161	161	1	162

CAPITAL PROJECT EMPS					
HOURS					

OPERATING HOURS	308,292	316,623	315,790	1,488	317,278
NON-OPERATING HOURS					
TOTAL HOURS	308,292	316,623	315,790	1,488	317,278

OPERATING \$:					

LABOR	6,163,300	6,288,493	6,759,500	24,700	6,784,200
MATERIAL	186,000	187,620	186,500	13,000	199,500
OTHER	1,740,300	2,105,793	1,841,700		1,841,700
TOTAL OPERATING	8,089,600	8,581,906	8,787,700	37,700	8,825,400

NON-OPERATING \$					

LABOR	275,000	183,347	183,600		183,600
MATERIAL		46,679	62,000		62,000
OTHER					
TOTAL NON-OPER	275,000	229,026	245,600		245,600
TOTAL OPER & NON-OPR	8,364,600	8,810,932	9,033,300	37,700	9,071,000

MATERIALS MANAGEMENT

1985 PROPOSED ADDITIONAL POSITIONS

<u>Job Title</u>	<u>Budgeted Positions</u>	<u>Rate</u>
	<u>Procurement</u>	
Procurement Analyst	<u>1</u>	\$21,200
Total	<u><u>1</u></u>	

MATERIALS MANAGEMENT

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted Positions</u>	<u>Rate</u>	<u>Budgeted Positions</u>	<u>Rate</u>
Manager, Materials Mgmt.& Pur. Agent	1	\$50,500	1	\$56,100
Executive Secretary	<u>1</u>	29,328	<u>1</u>	30,000
	<u>2</u>		<u>2</u>	
<u>Procurement</u>				
Director, Procurement	1	43,200	1	48,000
Supt., Procurement Engineers	1	43,150	1	46,170
Supt., Buyers	1	43,750	1	44,800
Supv., Quality Assurance	1	35,400	1	37,200
Supv., Buyers	1	33,600	1	36,000
Supv., Procurement Operations	1	32,700	1	33,500
Senior Procurement Engineer	1	37,150	1	39,000
Senior Procurement Engineer	1	34,000	1	35,679
Senior Procurement Engineer	1	31,900	1	34,700
Procurement Engineer	1	36,000	1	36,720
Procurement Engineer	1	30,500	1	32,330
Procurement Engineer	1	38,300	1	31,300
Procurement Engineer	1	33,571	1	31,300
Procurement Engineer	1	30,000	1	31,200
Procurement Engineer	1	28,650	1	30,200
Procurement Engineer	1	28,500	1	30,000
Procurement Engineer	1	27,300	1	30,000
Procurement Engineer	1	26,700	1	28,600
Confidential Office Asst.	1	24,500	1	30,434
Government Project Coordinator	1	26,600	1	28,000
Buyer III	1	32,300	1	33,270
Buyer III	1	27,700	1	29,000
Buyer III	1	26,100	1	26,780
Market Research Analyst	1	26,100	1	27,270
Quality Assurance Technician	2	28,000	2	27,000
Procurement Analyst	1	23,600	1	25,250
Procurement Analyst	1	22,700	1	23,350
Procurement Analyst	1	20,950	1	22,700
Executive Secretary	1	23,550	1	24,000
Utility Clerk I (Composite)	2	21,217	2	21,298
Contract Clerk I	1	25,875	1	25,973
Reception Clerk	1	19,169	1	19,461

MATERIALS MANAGEMENT

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>
<u>Procurement (continued)</u>				
Buyer II	1	\$32,477	1	\$32,602
Buyer I	1	31,228	1	31,347
Principal Contract Clerk	1	30,337	1	30,452
Contract Clerk II	1	27,302	1	27,406
Stenographer II	1	23,397	1	23,487
Purchasing Utility Clerk	1	26,588	1	26,690
	<u>40</u>		<u>40</u>	
<u>Stores</u>				
Director, Stores	1	41,800	1	46,584
Supv., Storerooms	1	36,500	1	39,400
Supv., Storerooms	1	34,100	1	37,900
Supv., Storerooms	1	33,600	1	37,300
Supv., Storerooms	1	33,600	1	37,000
Supv., Stores & Inventory Operations	1	31,300	1	34,650
Unit Supv., Storerooms	1	33,500	1	34,170
Unit Supv., Storerooms	1	32,800	3	32,000
Unit Supv., Storerooms	1	31,300	2	31,980
Unit Supv., Storerooms	2	31,200	1	31,000
Unit Supv., Storerooms	1	30,900	-	-
Materials Handling Specialist	1	34,000	1	35,530
Executive Secretary	1	26,324	1	28,178
Special Projects Analyst	1	25,600	1	27,085
Inventory Analyst	1	19,500	1	22,747
Warehouse Worker II	1	31,229	8	29,557
Warehouse Worker II	9	29,442	2	28,660
Warehouse Worker I	5	29,442	4	29,557
Warehouse Worker I	33	27,302	49	27,406
Warehouse Worker I	20	27,034	5	26,869
Warehouse Worker I	1	23,926	2	24,018
Warehouse Worker I	1	23,689	2	23,779
Salvage Control Clerk	1	29,443	1	29,556
Order Control Clerk II	1	29,927	2	29,556
Order Control Clerk II	2	29,443	1	28,481
Order Control Clerk II	1	27,480	1	28,033
Utility Clerk I (Composite)	2	25,875	2	25,973
Typist I (Composite)	2	24,983	2	25,076
Utility Clerk I (Composite)	1	20,631	1	21,004
	<u>96</u>		<u>99</u>	

MATERIALS MANAGEMENT

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>
<u>Data Processing & Office Administration</u>				
Supt., Data Processing & Office Adm.	1	\$37,500	1	\$40,500
Unit Supv., Records & Training	1	26,000	1	28,900
Unit Supv., Computer Sys. & Proc.	1	23,750	1	26,400
Unit Supv., Records Center	1	29,443	1	26,000
Procedures Analyst	1	21,000	1	25,403
Methods & Systems Analyst	1	25,350	1	23,800
Confidential Office Asst.	1	23,000	1	23,000
Confidential Office Asst.	1	25,575	1	22,500
Material Classification Clerk	1	26,588	1	26,690
Utility Clerk	2	25,875	2	25,973
Utility Clerk I (Composite)	1	25,160	1	25,973
Utility Clerk I (Composite)	4	21,217	3	21,298
Utility Clerk I (Composite)	1	20,924	2	16,568
File Clerk	1	23,019	1	23,107
File Clerk	1	23,019	1	22,748
Keypunch Operator I	1	20,485	1	20,563
	<u>20</u>		<u>20</u>	
Total	<u>158</u>		<u>161</u>	

SAFETY

Responsibilities and Objectives

Responsible for the overall review, monitoring and assessment of all activities of the Authority which have, or may have, safety related concerns or impacts.

The Department is divided into two primary groups: Safety Performance Analysis, involved in inspection/investigation activities and in-depth accident/incident statistical data gathering and analysis; Safety Programs/Standards group involved in industrial safety/hygiene and fire protection/prevention as well as review of plans/activities concerning design and acquisition of new equipment, facilities and buildings. Both groups investigate accidents or unusual occurrences related to passenger safety, fire protection, employee injuries, industrial health hazards and system safety assurance. The Department reviews training programs and is represented on a committee involved with the development of standard operating procedures for employees.

Key Objectives/Programs for 1985:

1. Continuation in decreased number of accidents.
2. Continue working with UMTA and APTA to assess the value and quality of "SIRAS" (Safety Information Reporting Analysis System) for the rail/rapid transit system.
3. Continue involvement with APTA's "Safety and System Assurance Advisory Board" in course review, development and implementation.
4. Continue the vigorous inspection of passenger rail facilities, which has led to a sharp reduction in stairway, escalator and fall-on-platform accidents.
5. Continue to promote increased management and employee awareness of industrial health hazards and safeguards. Special emphasis will be placed on the handling and use of hazardous materials.
6. Continue updating the fire protection standards for CTA properties.
7. Continue extensive participation with Workers' Compensation in identifying and analyzing employee injury trends and costs. Recommendations for corrective action based on cost justification will be made.
8. Improve inspection techniques by providing staff with additional training in safety related courses, making for greater efficiency and keeping abreast of state-of-the-art techniques and current regulations and standards.
9. Increased involvement with the Chicago Hospital Council and other agencies involved in emergency disaster activities.
10. Evaluate emergency exit signs located in subways for possible replacement with a more visible version.
11. Update our system safety program plan.

SAFETY

	1984 BUDGET	1984 PROJECTION	1985 PROPOSED BUDGET
<u>OPERATING:</u>			
BASE LABOR COST	453,743	455,128	520,200
LABOR LOADING AMOUNT	210,957	215,086	283,600
WAGE & SALARY ADJUSTMENT		7,400	
TOTAL LABOR EXPENSE	664,700	677,614	803,800
TOTAL MATERIAL EXPENSE	11,500	5,686	6,200
<u>ALLOWANCE - TOOLS & PASSES</u>			
<u>POWER - REVENUE VEHICLES</u>			
UTILITIES			
MAINTENANCE & REPAIR	700	200	300
ADVERTISING & PROMOTION		122	100
OTHER SERVICES	6,000	6,315	6,300
MEETINGS & SEMINARS	5,000	7,438	13,000
TRAINING			
REIMBURSED AUTO EXPENSE		100	100
GENERAL TAXES			
LEASES & RENTALS	800	515	600
GENERAL EXPENSES	36,500	25,818	18,500
DATACENTER EXPENSE ALLOCATION	12,200	11,338	10,000
CASUALTY & LIABILITY LOSSES			
CORPORATE INSURANCE PREMIUM			
TECHNICAL STUDIES EXPENSE			
TOTAL OTHER EXPENSE	61,200	51,846	48,900
TOTAL OPERATING EXPENSE	737,400	735,146	858,900
=====		=====	=====
<u>NON-OPERATING</u>			
BASE LABOR COST			
LABOR LOADING AMOUNT			
WAGE & SALARY ADJUSTMENT			
TOTAL LABOR EXPENSE			
TOTAL MATERIAL EXPENSE			
TOTAL OTHER EXPENSE		1,196	
TOTAL NON-OPERATING EXPENSE		1,196	
=====		=====	=====

AREA	0630	C H I C A G O	T R A N S I T	A U T H O R I T Y	DATE	10/03/84
SAFETY		PROPOSED BUDGET BY MAJOR OBJECT			POLLS UP TO AREA	0600
DESCRIPTION	1984	1984	1985	1985	1985	
	BUDGET	PROJECTED RESULTS	CURRENT ACTIVITY	PROPOSED ADDITIONS	PROPOSED BUDGET	
EMPLOYEES:						

FULL TIME PERM FTP	18	18	18	1	19	
FULL TIME TEMP FTI						
PART TIME TEMP PTI						
PART TIME PERM PTP						
TOTAL EMPLOYEES	18	18	18	1	19	

CAPITAL PROJECT EMPS						
HOURLS:						

OPERATING HOURS	31,008	31,389	33,120	1,380	34,500	
NON-OPERATING HOURS						
TOTAL HOURS	31,008	31,389	33,120	1,380	34,500	

OPERATING \$:						

LABOR	664,700	677,614	772,400	31,400	803,800	
MATERIAL	11,500	5,686	6,200		6,200	
OTHER	61,200	51,846	43,900	5,000	48,900	
TOTAL OPERATING	737,400	735,146	822,500	36,400	858,900	

NON-OPERATING \$:						

LABOR		1,196				
MATERIAL						
OTHER						
TOTAL NON-OPER		1,196				

TOTAL OPER & NON-OPER	737,400	736,342	822,500	36,400	858,900	

SAFETY

1985 PROPOSED ADDITIONAL POSITIONS

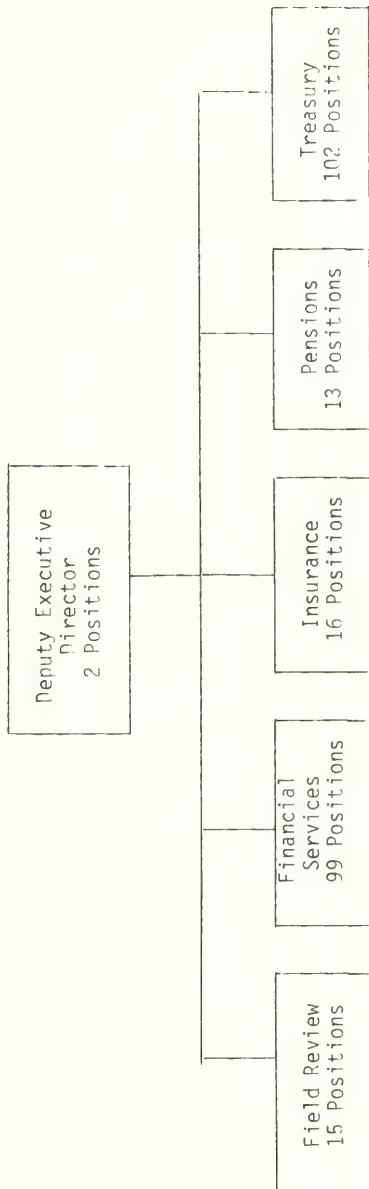
<u>Job Title</u>	<u>Budgeted Positions</u>	<u>Rate</u>
Industrial Hygiene Specialist	<u>1</u>	\$29,100
Total	<u><u>1</u></u>	

SAFETY

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>
Manager, Safety	1	\$44,233	1	\$48,749
Dir., System Safety Analysis & Perf.	1	38,585	1	43,335
Supv., Safety Programs Standards	1	38,404	1	40,324
Unit Supv., Safety Insp & Invest	1	32,309	1	37,340
Ind. Safety & Fire Protection Stds. Spec.	1	33,753	1	33,000
System Safety Engineer	1	25,596	1	30,500
Ind. Safety & Fire Prev Coord. & Prog	1	26,195	1	28,438
Executive Secretary (Composite)	1	26,010	1	26,660
Systems Safety Monitor Inspect.	1	29,781	1	31,257
Safety and Health Specialist	1	24,000	1	24,600
Principal Pub. Safety Analyst	1	31,228	1	31,347
Industrial Safety & Fire Inspector	1	30,337	1	30,452
Accident Stat. Clerk II	1	28,998	1	29,556
Industrial Safety Analyst I	1	28,373	1	28,481
Accident Analysis Clerk/Inspector	1	26,670	1	26,772
Stenographer II (Composite)	1	23,397	1	23,487
Accident Record Clerk I	1	25,875	1	25,875
Typist	<u>1</u>	<u>24,982</u>	<u>1</u>	<u>25,077</u>
Total	<u>18</u>		<u>18</u>	

FINANCE DIVISION



DEPUTY EXECUTIVE DIRECTOR--FINANCE

Responsibilities and Objectives

Responsible for the overall direction of the areas comprising the Finance Division: Insurance, Pensions, Field Review, Financial Services and Treasury.

Key Objectives/Programs for 1985:

1. Timely financial and statistical reporting to all areas of the Authority and external agencies.
2. Effective cash management encompassing both grant and operating funds.
3. Development and continual review of investment policies for Authority and Pension funds.
4. In accord with management, assistance in major financial policy decisions; analysis of key opportunities for cost savings or improved operations; problem solving.
5. Liaison with financial management of external agencies.

DEP EX DIR FINANCE

	1984 BUDGET	1984 PROJECTION	1985 PROPOSED BUDGET
OPERATING:			
BASE LABOR COST	83,250	86,522	88,300
LABOR LOADING AMOUNT	38,750	41,278	48,100
WAGE & SALARY ADJUSTMENT		2,200	
TOTAL LABOR EXPENSE	122,000	130,000	136,400
TOTAL MATERIAL EXPENSE	600	499	600
ALLOWANCE - TOOLS & PASSES			
POWER - REVENUE VEHICLES			
UTILITIES			
MAINTENANCE & REPAIR			
ADVERTISING & PROMOTION		9	
OTHER SERVICES	30,000	131,992	140,000
MEETINGS & SEMINARS	4,000	4,038	4,000
TRAINING			
REIMBURSED AUTO EXPENSE			
GENERAL TAXES			
LEASES & RENTALS			
GENERAL EXPENSES	36,100	35,061	35,200
DATACENTER EXPENSE ALLOCATION			
CASUALTY & LIABILITY LOSSES			
CORPORATE INSURANCE PREMIUM			
TECHNICAL STUDIES EXPENSE			
TOTAL OTHER EXPENSE	70,100	171,100	179,200
TOTAL OPERATING EXPENSE	192,700	301,599	316,200
	=====	=====	=====
NON-OPERATING			
BASE LABOR COST			
LABOR LOADING AMOUNT			
WAGE & SALARY ADJUSTMENT			
TOTAL LABOR EXPENSE			
TOTAL MATERIAL EXPENSE			
TOTAL OTHER EXPENSE		273	
TOTAL NON-OPERATING EXPENSE		273	
	=====	=====	=====

C H I C A G O T R A N S I T A U T H O R I T Y
PROPOSED BUDGET BY MAJOR OBJECT
EMPLOYEES--HOURS--EXPENSESAREA 0701
DEP EX DIR FINANCE

DESCRIPTION	1984		1985		1985	
	BUDGET	PROJECTED RESULTS	CURRENT ACTIVITY	PROPOSED ADDITIONS	PROPOSED BUDGET	
EMPLOYEES						

FULL TIME PERM FTP	2	2	2		2	
FULL TIME TEMP FTT						
PART TIME TEMP PTT						
PART TIME PERM PTP						
TOTAL EMPLOYEES	2	2	2		2	

CAPITAL PROJECT EMPS						
HOURS						

OPERATING HOURS	3,487	3,592	3,488		3,488	
NON-OPERATING HOURS						
TOTAL HOURS	3,487	3,592	3,488		3,488	

OPERATING \$:						

LABOR	122,000	130,000	136,400		136,400	
MATERIAL	600	499	600		600	
OTHER	70,100	171,100	179,200		179,200	
TOTAL OPERATING	192,700	301,599	316,200		316,200	

NON-OPERATING \$:						

LABOR						
MATERIAL						
OTHER						
TOTAL NON-OPER	273	273				

TOTAL OPER & NON-OPER	192,700	301,872	316,200		316,200	

DEPUTY EXECUTIVE DIRECTOR -- FINANCE

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted Positions</u>	<u>Rate</u>	<u>Budgeted Positions</u>	<u>Rate</u>
Deputy Executive Director, Finance	1	\$69,143	1	\$73,983
Executive Secretary	<u>1</u>	31,148	<u>1</u>	31,928
Total	<u><u>2</u></u>		<u><u>2</u></u>	

FIELD REVIEW

Responsibilities and Objectives

To provide the Authority with cost-efficient utilization of resources through vigilant and intensive monitoring, and by doing inventories and reviews of operational and financial activities for compliance and adherence to the Authority's established policies and procedures.

Key Objectives/Programs for 1985:

Field Review's major objectives are to safeguard and protect the Authority's assets and prevent misappropriations and mishandling in the following areas:

1. Physical inventories in garage, terminals and warehouses,
2. Rail turnstiles and parking lot revenue reconciliation and accountability.
3. Working cash, damage reserve, workers compensation, cashiers A & B funds and Authority payroll account reconciliations.
4. Bus garage, rail terminal, and ticket agent audit.
5. Claim and legal settlements, hospital and doctor records; and per diem attorney expense audits.
6. Continued analysis and collaboration with Datacenter for cost savings, improved operations and increased effectiveness to minimize inventory count time and processing.

This is accomplished through close monitoring, reviewing, checking and verifying for adequacy of controls of the Authority's resources and assets.

FIELD REVIEW

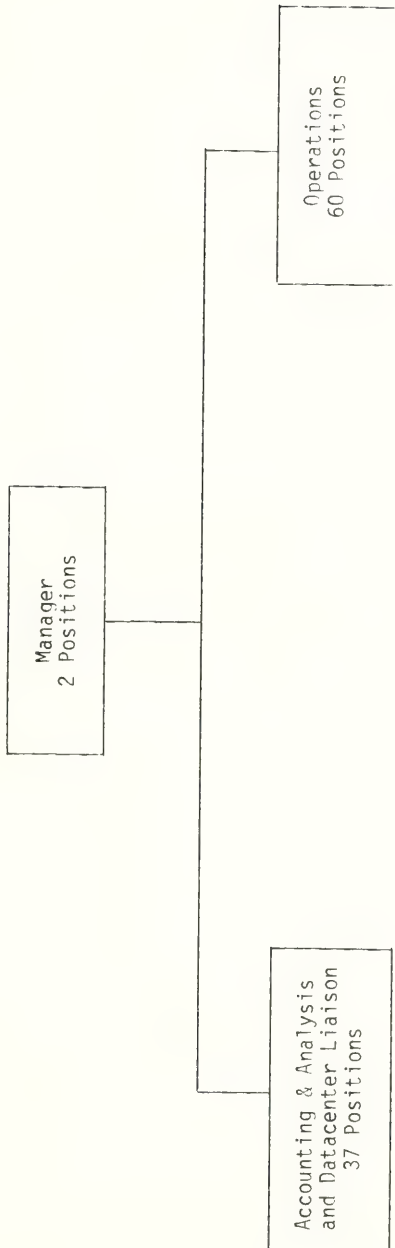
	1984 BUDGET	1984 PROJECTION	1985 PROPOSED BUDGET
OPERATING:			
BASE LABOR COST	373,772	374,665	376,000
LABOR LOADING AMOUNT	173,828	175,233	204,900
WAGE & SALARY ADJUSTMENT		2,300	
TOTAL LABOR EXPENSE	547,600	552,198	580,900
TOTAL MATERIAL EXPENSE	900	307	600
ALLOWANCE - TOOLS & PASSES			
POWER - REVENUE VEHICLES			
UTILITIES			
MAINTENANCE & REPAIR			
ADVERTISING & PROMOTION			
OTHER SERVICES			
MEETINGS & SEMINARS	400	200	300
TRAINING			
REIMBURSED AUTO EXPENSE	200	100	100
GENERAL TAXES			
LEASES & RENTALS			
GENERAL EXPENSES	300	100	200
DATACENTER EXPENSE ALLOCATION	23,300	64,756	49,500
CASUALTY & LIABILITY LOSSES			
CORPORATE INSURANCE PREMIUM			
TECHNICAL STUDIES EXPENSE			
TOTAL OTHER EXPENSE	24,200	65,156	50,100
TOTAL OPERATING EXPENSE	572,700	617,661	631,600
=====		=====	=====
NON-OPERATING			
BASE LABOR COST	25,232		25,900
LABOR LOADING AMOUNT	11,768		14,100
WAGE & SALARY ADJUSTMENT			
TOTAL LABOR EXPENSE	37,000		40,000
TOTAL MATERIAL EXPENSE			
TOTAL OTHER EXPENSE			
TOTAL NON-OPERATING EXPENSE	37,000		40,000
=====		=====	=====

FIELD REVIEW
POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>
Supv., Operations Review	1	\$34,630	1	\$36,910
Field Review Coordinator	1	28,000	1	31,477
Audit Clerk V	1	30,337	1	30,452
Audit Clerk IV	4	29,443	4	29,556
Audit Clerk III	1	28,373	1	28,481
Field Audit Clerk I	1	28,373	1	28,481
Field Audit Clerk I	5	28,373	5	28,481
Field Audit Clerk I	<u>1</u>	<u>27,477</u>	<u>1</u>	<u>27,585</u>
Total	<u>15</u>		<u>15*</u>	

*NOTE: The equivalent of 1 of the above positions is funded by non-operating sources (capital program, etc.).

FINANCIAL SERVICES



FINANCIAL SERVICES

Responsibilities and Objectives

Manager

Responsible for the direction, planning and coordination of those units which comprise the Financial Services Department.

Key Objectives/Programs for 1985:

1. Organize activities of reduced staff to facilitate completion of accounting requirements on a regular timely basis.
2. By utilization of automated processes and development of accounting techniques, pursue the goal of producing financial operating results within 10 working days after close of accounting periods.

Accounting & Analysis and Datacenter Liaison

Responsible for liaison between Datacenter and all areas in the Financial Services Department, and maintenance of all data processing systems relating to Financial Services Department.

Responsible for: producing and distributing accurate and timely financial information to internal and external users both of routine periodic and of special purpose use; to assist in all external audits, to maintain various control accounts over assets and liabilities, to comply with the record-keeping requirements of the various agencies with whom the Authority is linked, to report financial status for all grants and job orders with each grant, to comply with regulation and with contractual commitments of cognizant funding agencies relative to accounting, reporting, requisitioning of funds, and maintenance of financial records, to maintain such property accounting records and controls over assets, and to provide information for effective cost control and administration of grants.

Key Objectives/Programs for 1985:

1. Automate those functions which are currently being performed manually and which could be done more efficiently on an automated basis by utilization of hardware and software currently available in the Datacenter.
2. Expand analysis and project capabilities by transfer of manual worksheet tasks to microcomputers or Sperry computer.
3. Continue to improve communications with other areas in the Authority.
4. Continue staff training and development programs.
5. Work with other areas in Financial Services to design and implement an early close, to speed the reporting of interim financial data. Improve capital accounting.

6. Reduce the burden of the voluminous periodic reporting prepared 12 times yearly in Reporting and Analysis through the use of computer software training and implementation, and through the use of computer-assisted techniques.
7. Reduce the burden of a manual property ledger by developing a computerized system which will assist in compliance with UMTA regulations.
8. Improve reporting on Job Order Financial Status Report in order to provide more positive cost controls over expenditures for Project Managers.
9. Continue to serve the Authority, when massive routine reporting permits, with thoughtful analyses and projections of cash flow, fringe benefit cost, economic trends, and special purpose cost accumulations.
10. Continue to improve and upgrade our general ledger and financial statements, Section 15 reporting and our contributions to the internal control of the Authority.

Operations

To provide for processing biweekly payrolls for over 12,000 employees, including labor distribution. Payment of invoices covering 17,000 purchase orders for goods and services, and payment of fees and expense accounts, monitoring revenue from Bus and Rail Services, and billing for activities and services to outside parties.

Key Objectives/Programs for 1985:

1. Continue to pay all payrolls, vendors, etc. on a timely basis.
2. Continue to analyze revenue for strengthened control of passenger receipts.
3. Automate Accounts Receivable in order to eliminate manual effort and paper flow. Also to free up personnel to do more investigative work.
4. Upgrade automated packages in Payroll and Accounts Payable to make better use of computerization.

FINANCIAL SERVICES

	1984 BUDGET	1984 PROJECTION	1985 PROPOSED BUDGET
OPERATING:			
BASE LABOR COST	1,989,953	1,971,866	2,082,400
LABOR LOADING AMOUNT	925,347	927,915	1,135,000
WAGE & SALARY ADJUSTMENT		23,600	
TOTAL LABOR EXPENSE	2,915,300	2,923,381	3,217,400
TOTAL MATERIAL EXPENSE	24,000	13,779	14,200
ALLOWANCE - TOOLS & PASSES			
POWER - REVENUE VEHICLES			
UTILITIES			
MAINTENANCE & REPAIR	700	679	700
ADVERTISING & PROMOTION	600	28	
OTHER SERVICES	31,000	143,690	86,000
MEETINGS & SEMINARS	6,000	5,774	6,000
TRAINING	1,000	1,000	22,400
REIMBURSED AUTO EXPENSE			
GENERAL TAXES			
LEASES & RENTALS			
GENERAL EXPENSES	7,200	4,093	4,800
DATACENTER EXPENSE ALLOCATION	1,258,100	1,195,330	1,107,500
CASUALTY & LIABILITY LOSSES			
CORPORATE INSURANCE PREMIUM			
TECHNICAL STUDIES EXPENSE			
TOTAL OTHER EXPENSE	1,304,600	1,350,594	1,227,400
TOTAL OPERATING EXPENSE	4,243,900	4,287,754	4,459,000
	=====	=====	=====
NON-OPERATING:			
BASE LABOR COST	405,487	399,463	458,700
LABOR LOADING AMOUNT	188,513	189,960	249,900
WAGE & SALARY ADJUSTMENT		9,200	
TOTAL LABOR EXPENSE	594,000	598,623	708,600
TOTAL MATERIAL EXPENSE	5,100	5,072	5,500
TOTAL OTHER EXPENSE	5,000	5,042	56,300
TOTAL NON-OPERATING EXPENSE	604,100	608,737	770,400
	=====	=====	=====

DESCRIPTION	1984		1985		1985		1985
	BUDGET	PROJECTED RESULTS	CURRENT ACTIVITY	PROPOSED ADDITIONS	PROPOSED RUDGFT		
EMPLOYEES:							

FULL TIME PERM FTP	94	94	94	5	99		
FULL TIME TEMP FTT							
PART TIME TEMP PTT							
PART TIME PERM PTP							
TOTAL EMPLOYEES	94	94	94	5	99		
=====							
CAPITAL PROJECT EMPS							
HOURS							

OPERATING HOURS	143,353	144,325	142,384	4,374	146,758		
NON-OPERATING HOURS	29,752	29,381	29,704	2,916	32,620		
TOTAL HOURS	173,105	173,706	172,088	7,290	179,378		
=====							
OPERATING \$:							

LABOR	2,915,300	2,923,381	3,100,300	117,100	3,217,400		
MATERIAL	24,000	13,779	14,200		14,200		
OTHER	1,304,600	1,350,594	1,123,400	104,000	1,227,400		
TOTAL OPERATING	4,243,900	4,287,754	4,237,900	221,100	4,459,000		
=====							
NON-OPERATING \$:							

LABOR	594,000	598,623	647,900	60,700	708,600		
MATERIAL	5,100	5,072	5,500		5,500		
OTHER	5,000	5,042	6,300	50,000	56,300		
TOTAL NON-OPER	604,100	608,737	659,700	110,700	770,400		
=====							
TOTAL OPER & NON-OPR	4,848,000	4,896,491	4,897,600	331,800	5,229,400		
=====							

FINANCIAL SERVICES
1985 PROPOSED ADDITIONAL POSITIONS

<u>Job Title</u>	<u>Budgeted Positions</u>	<u>Rate</u>
<u>Accounting & Analysis and Datacenter Liaison</u>		
Senior Financial Analyst	1	\$35,800
Technical Analyst	1	38,100
Procedures Analyst	1	29,100
Accounting Specialist II	1	26,700
Accounting Specialist I	<u>1</u>	18,700
Total	<u><u>5*</u></u>	

* Note: The equivalent of 2 of the above positions are funded by non-operating sources (capital program, etc.)

FINANCIAL SERVICES

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted Positions</u>	<u>Rate</u>	<u>Budgeted Positions</u>	<u>Rate</u>
<u>Manager, Financial Services</u>				
Manager, Financial Services	1	\$52,650	1	\$58,442
Executive Secretary	1	27,483	1	28,171
	<u>2</u>		<u>2</u>	
<u>Accounting & Analysis and Datacenter Liaison</u>				
Asst. Comptroller, Accounting & Analysis	1	46,270	1	49,047
Asst. Comptroller, Financial Systems	1	38,280	1	41,342
Director, Financial Reporting & Analysis	1	41,960	1	45,317
Supt., Grant & Property Financial Mgmt.	1	41,500	1	43,575
Supv., Grant Cost Control Proc. Rept.	1	39,700	1	41,685
Supv., General Accounting	1	39,220	1	41,181
Supv., Property Mgmt. & Reporting	1	35,330	1	37,097
Unit Supv., Cost Control & Proc.	1	36,443	1	38,831
Unit Supv., Grant Reporting	1	34,860	1	36,951
Senior Financial Analyst	1	32,970	1	37,586
Senior Financial Analyst	1	31,000	1	37,586
Senior Financial Analyst	1	33,750	1	37,586
Senior Accountant	1	35,880	1	36,777
General Ledger System Coordinator	1	31,600	1	34,175
Accounting Specialist II	1	31,760	1	33,031
Accounting Specialist II	1	28,350	1	29,768
Accounting Specialist II	1	25,270	1	26,952
Accounting Specialist II	1	25,160	1	25,586
Accounting Specialist II	1	23,000	1	25,270
Executive Secretary	1	29,328	1	30,061
Accounting Systems Analyst	1	26,500	1	28,660
Financial Reporting Systems Specialist	1	23,830	1	25,740
Accounting Specialist I	1	22,080	1	23,515
Accounting Specialist I	1	20,910	1	21,433
Accounting Specialist I	1	20,870	1	21,392
Accounting Specialist I	1	20,700	1	19,467
Accounting Specialist I	1	18,000	1	18,925
Accounting Specialist I	1	15,000	1	17,570
Cost Analyst	1	29,970	1	31,919
Valuation Technician II	1	30,337	1	30,452
Accounting Clerk III	1	29,443	1	29,556
Typist I (Composite)	1	24,982	1	25,077
	<u>32</u>		<u>32</u>	

FINANCIAL SERVICES

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>
<u>Operations</u>				
Supt., Acct. Operations	1	\$44,810	1	\$47,050
Supv., Material & Payables Acct.	1	40,400	1	42,016
Supv., Payroll Accounting	1	39,050	1	41,393
Supv., Revenue Accounting	1	38,830	1	40,771
Supv., Accounts Receivable	1	34,200	1	36,251
Unit Supv., Payables	1	33,160	1	34,984
Unit Supv., Payroll Operations	1	29,750	1	32,130
Accounts Receivable Specialist	1	30,337	1	30,796
Accounting Specialist II	1	27,302	1	29,715
Inventory Control Accounting Specialist	1	27,302	1	21,000
Confidential Office Assistant	1	29,328	1	20,000
Accounting Specialist I	1	17,600	1	17,600
Data Entry Coordinator	1	30,337	1	30,452
Control Clerk III	3	30,337	3	30,452
Control Clerk II	1	29,443	1	29,556
Control Clerk II	1	28,997	1	29,109
Voucher Audit Clerk	1	28,373	1	28,481
Revenue Record Clerk	1	28,373	1	28,481
Payroll Relief Clerk	1	28,373	1	28,481
Payroll Relief Clerk	1	27,926	1	28,033
Verification Clerk	1	27,302	1	27,406
Payroll Clerk II	2	27,302	2	27,406
Accounts Payable Clerk	1	27,302	1	27,406
Accounts Payable Clerk	1	26,589	1	26,690
Accounts Payable Clerk	2	26,588	2	26,690
Accounts Payable Clerk	2	23,397	2	23,487
Balance Clerk II	3	27,302	3	27,406
Balance Clerk II	1	24,162	1	24,254
Wage Garnishment Clerk	1	27,034	1	27,138
Payroll Clerk I	9	26,588	9	26,690
Payroll Clerk I	1	26,588	1	23,487
Data Entry Coordinator	1	26,588	1	26,690

FINANCIAL SERVICES

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>
<u>Operations (continued)</u>				
Voucher Control Clerk	1	\$25,875	1	\$25,973
Revenue Clerk III	1	25,875	1	25,973
Balance Clerk I	1	25,875	1	25,973
Balance Clerk I	1	21,217	1	21,298
Balance Clerk I	1	20,632	1	20,710
Payables Utility Clerk	1	24,982	1	25,077
Distribution Clerk	1	24,982	1	25,077
Payables & Material Utility Clerk	1	20,485	1	20,563
Data Entry Operator	4	20,485	4	20,563
Data Entry Operator	1	14,000	1	14,982
	<u>60</u>		<u>60</u>	
Total	<u>94</u>		<u>94*</u>	

*NOTE: The equivalent of 16 of the above positions is funded by non-operating sources (capital program, etc.).

INSURANCE

Responsibilities and Objectives

Determine potential risks to the Authority and select the best method to handle risks. Administer group health, dental, vision care, and life benefits for over 12,000 employees and their 30,000 dependents plus 5,000 retirees and their 2,500 dependents. Also administer the supplementary Retirement Plan for executive, supervisory and professional employees and the Board Members Retirement Plan.

Key Objectives/Programs for 1985:

1. Administer Health Maintenance Organization (HMO) Program for CTA employees and their dependents.
2. Administer Vision Care; basic, contributory, and executive life insurance programs; group hospital, medical, dental and major medical program for CTA employees and dependents.
3. Review CTA corporate insurance policies for proper coverage for the risks CTA is exposed to, and reduce premiums where possible.
4. Review contractor insurance for proper coverage.
5. Orient new employees about benefits and how to obtain them; communicate with present employees through the Transit News.

INSURANCE

	1984 BUDGET	1984 PROJECTION	1985 PROPOSED BUDGET
OPERATING:			
BASE LABOR COST	384,889	383,847	407,800
LABOR LOADING AMOUNT	179,011	181,133	222,300
WAGE & SALARY ADJUSTMENT		5,700	
TOTAL LABOR EXPENSE	563,900	570,680	630,100
TOTAL MATERIAL EXPENSE	5,300	4,321	4,700
ALLOWANCE - TOOLS & PASSES			
POWER - REVENUE VEHICLES			
UTILITIES			
MAINTENANCE & REPAIR	200		
ADVERTISING & PROMOTION			
OTHER SERVICES	35,000	35,022	35,000
MEETINGS & SEMINARS	3,500	3,536	4,400
TRAINING	1,500	1,510	1,800
REIMBURSED AUTO EXPENSE			
GENERAL TAXES			
LEASES & RENTALS			
GENERAL EXPENSES	5,500	5,150	4,500
DATACENTER EXPENSE ALLOCATION	12,200	29,149	24,600
CASUALTY & LIABILITY LOSSES	633,000	774,952	633,000
CORPORATE INSURANCE PREMIUM	149,100	149,101	150,000
TECHNICAL STUDIES EXPENSE			
TOTAL OTHER EXPENSE	840,000	998,420	853,300
TOTAL OPERATING EXPENSE	1,409,200	1,573,421	1,488,100
	=====	=====	=====
NON-OPERATING			
BASE LABOR COST			
LABOR LOADING AMOUNT			
WAGE & SALARY ADJUSTMENT			
TOTAL LABOR EXPENSE			
TOTAL MATERIAL EXPENSE			
TOTAL OTHER EXPENSE	200		
TOTAL NON-OPERATING EXPENSE	200		
	=====	=====	=====

AREA	0620 INSURANCE	C H I C A G O T R A N S I T A U T H O R I T Y				PROPOSED BUDGET BY MAJOR OBJECT		ROLLS UP TO AREA 0700		DATE 10/03/84	
		EMPLOYEES--HOURS--EXPENSES				EMPLOYEES--HOURS--EXPENSES		EMPLOYEES--HOURS--EXPENSES		EMPLOYEES--HOURS--EXPENSES	
DESCRIPTION		1984 BUDGET	1984 PROJECTED RESULTS	1985 CURRENT ACTIVITY	1985 PROPOSED ADDITIONS	1985 PROPOSED BUDGET					
EMPLOYEES:											
FULL TIME PERM FTP		16	16	16		16					
FULL TIME TEMP FTT											
PART TIME TEMP PTT											
PART TIME PERM PTP											
TOTAL EMPLOYEES		16	16	16		16					
CAPITAL PROJECT EMPS											
HOURS:											
OPERATING HOURS		27,704	28,678	29,440		29,440					
NON-OPERATING HOURS											
TOTAL HOURS		27,704	28,678	29,440		29,440					
OPERATING \$:											
LABOR		563,900	570,680	630,100		630,100					
MATERIAL		5,300	4,321	4,700		4,700					
OTHER		840,000	998,420	853,300		853,300					
TOTAL OPERATING		1,409,200	1,573,421	1,488,100		1,488,100					
NON-OPERATING \$:											
LABOR											
MATERIAL		200									
OTHER		200									
TOTAL NON-OPER											
TOTAL OPER & NON-OPR		1,409,400	1,573,421	1,488,100		1,488,100					

INSURANCE

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted Positions</u>	<u>Rate</u>	<u>Budgeted Positions</u>	<u>Rate</u>
Manager, Insurance	1	\$46,960	1	\$54,680
Director, Insurance	1	43,000	1	45,000
Supervisor, Benefit Disbursement	1	37,200	1	39,060
Supervisor, Benefits Administration	1	37,800	1	34,300
Executive Secretary	1	29,328	1	29,960
Insurance Benefits Coordinator	1	30,337	1	29,875
Insurance Benefits Coordinator	1	29,000	1	28,875
Utility Clerk I (Composite)	2	25,875	2	25,973
Utility Clerk I (Composite)	2	21,217	2	21,298
Insurance Clerk I	1	25,875	1	25,973
Insurance Clerk-Typist	1	24,982	1	25,077
Insurance Clerk	1	24,982	1	25,077
Typist I (Composite)	<u>2</u>	20,485	<u>2</u>	20,563
Total	<u><u>16</u></u>		<u><u>16</u></u>	

PENSIONS

Responsibilities and Objectives

Administer the basic Retirement Plan and monitor the performance of the Plan trustee, consultants, and money managers under the direction of the CTA Pension Committee. (All expenses of this area are paid by the CTA Pension Fund.)

Key Objectives/Programs for 1985:

1. Continue the processing and administration of current and future retirement benefits.
2. Administer new pension contribution accounting system for computing benefit estimates and pension benefit payment system.
3. Improve and expand financial reporting of the Retirement Fund.
4. Maintain or improve the quality of the administrative and investment custodial services provided by the Plan's master trustee.
5. Continue to prepare all financial accounting and financial reports for the Retirement Fund for the various entities receiving these reports.
6. Continue to monitor the money managers and work with investment consultants to achieve the objectives and follow the policies set by the Pension Committee.
7. Administer the required income withholding tax enacted October, 1982, which was effective January, 1983.

PENSIONS

	1984 BUDGET	1984 PROJECTION	1985 PROPOSED BUDGET
OPERATING:			
BASE LABOR COST			
LABOR LOADING AMOUNT			
WAGE & SALARY ADJUSTMENT			
TOTAL LABOR EXPENSE			
TOTAL MATERIAL EXPENSE		4	
ALLOWANCE - TOOLS & PASSES			
POWER - REVENUE VEHICLES			
UTILITIES			
MAINTENANCE & REPAIR			
ADVERTISING & PROMOTION			
OTHER SERVICES			
MEETINGS & SEMINARS			
TRAINING			
REIMBURSED AUTO EXPENSE			
GENERAL TAXES			
LEASES & RENTALS			
GENERAL EXPENSES			
DATACENTER EXPENSE ALLOCATION			
CASUALTY & LIABILITY LOSSES			
CORPORATE INSURANCE PREMIUM			
TECHNICAL STUDIES EXPENSE			
TOTAL OTHER EXPENSE			
TOTAL OPERATING EXPENSE		4	
	=====	=====	=====
NON-OPERATING			
BASE LABOR COST	312,758	316,789	341,500
LABOR LOADING AMOUNT	145,442	149,973	186,100
WAGE & SALARY ADJUSTMENT		5,600	
TOTAL LABOR EXPENSE	458,200	472,362	527,600
TOTAL MATERIAL EXPENSE	2,100	2,439	2,600
TOTAL OTHER EXPENSE	117,700	80,072	26,900
TOTAL NON-OPERATING EXPENSE	578,000	554,873	557,100
	=====	=====	=====

DESCRIPTION	1984- BUDGET	1984- PROJECTED RESULTS	1985- CURRENT ACTIVITY	1985- PROPOSED ADDITIONS	1985- PROPOSED BUDGET
EMPLOYEES:					

FULL TIME PERM FTP	12	13	13		13
FULL TIME TEMP FTT					
PART TIME TEMP PTT					
PART TIME PERM PTP					
TOTAL EMPLOYEES	12	13	13		13

CAPITAL PROJECT EMPS					
HOURS:					

OPERATING HOURS	22,008	22,241	23,033		23,033
NON-OPERATING HOURS					
TOTAL HOURS	22,008	22,241	23,033		23,033

OPERATING \$					

LABOR		4			
MATERIAL					
OTHER					
TOTAL OPERATING		4			

NON-OPERATING \$					

LABOR	458,200	472,362	527,600		527,600
MATERIAL	2,100	2,439	2,600		2,600
OTHER	117,700	80,072	26,900		26,900
TOTAL NON-OPER	578,000	554,873	557,100		557,100

TOTAL OPER & NON-OPER	578,000	554,877	557,100		557,100

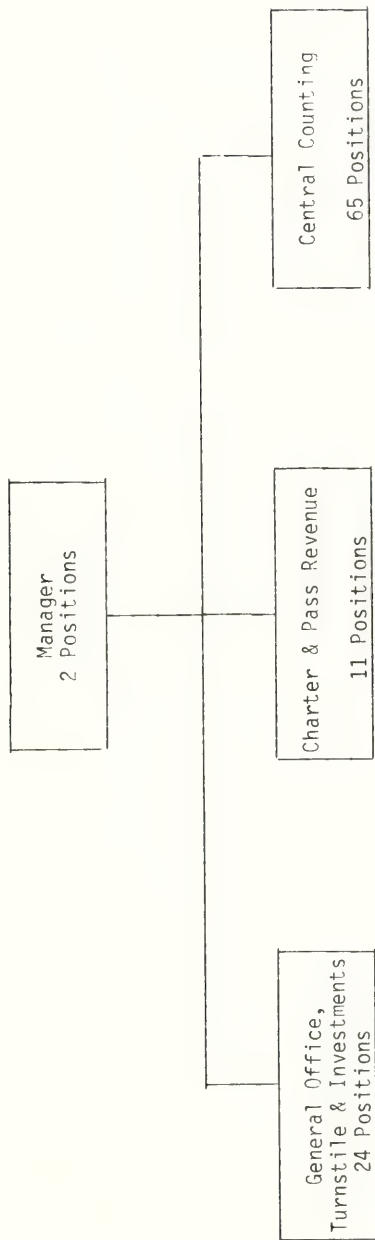
PENSIONS

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>
Director, Pensions	1	\$41,340	1	\$44,647
Supervisor, Pensions Administration	1	39,546	1	40,535
Supervisor, Finance & Investments	1	31,910	1	34,880
Pension Representative	-	-	1	45,000
Pension Representative	1	32,428	1	33,280
Pension Representative	1	29,941	1	31,493
Pension Representative	1	25,850	1	27,271
Financial Analyst	1	25,000	1	32,550
Retirement Record Clerk	1	27,302	1	27,406
Secretarial Stenographer II	1	28,373	1	27,585
Retirement Clerk/Typist	1	25,875	1	25,973
Utility Clerk I (Composite)	1	21,217	1	21,298
Stenographer I	<u>1</u>	<u>21,217</u>	<u>1</u>	<u>15,533</u>
Total	<u>12</u>		<u>13*</u>	

*NOTE: All of the above positions are funded by non-operating sources (capital program, etc.).

TREASURY



TREASURY

Responsibilities & Objectives

Manager

Organize, direct and coordinate the activities of the various units and sections of the Treasury Department in all phases of accounting, collecting and distribution of revenue.

Key Objectives/Programs for 1985:

1. Accelerate collections and arrange for depositor bank facilities; optimize float time to create investible funds without damaging bank relationships or credit ratings; explore different investment vehicles to insure maximum rates of return consistent with acceptable risk.
2. Aid Treasury management personnel with their 1985 key objectives and programs.
3. Complete feasibility study concerning turnstile collection and foot collectors.
4. Automate reporting of revenue collection.
5. Work toward two bank deposits per day, and prime depositor status to eliminate bank charges.
6. Develop plans and strategy to process all Authority revenues at Central Counting.
7. Complete reorganization to properly reflect job responsibilities and duties of Treasury personnel.

General Office, Turnstile & Investments

Receive, collect, invest and disburse all CTA revenue from, and not limited to, rail and bus revenues, federal and state grants, funding from RTA, and miscellaneous revenue. Sell or disburse to the public: tokens, prepaid passes, student passes, senior citizen passes, and special users cards, and charter service.

Key Objectives/Programs for 1985:

1. Collection of revenue from turnstiles within the CTA system with possible consolidation of foot collector activity.
2. Refine the distribution of paychecks at all CTA locations.
3. Collect, process and report prepaid pass revenue, and develop a reporting system.

General Office, Turnstile & Investments

Key Objectives/Programs for 1985: (Con't.)

4. Receive all miscellaneous funds (e.g., rents, charters, prepaid passes, and receive revenue from all accounts selling prepaid passes; handle all government liens, disburse payroll checks, pay advances, vendor payment checks (via computer entry system), claim department checks; fund all CTA accounts; and invest available cash in short-term securities. Also analyze cash balances and reconcile variances.
5. Package and distribute tokens to all CTA locations and all retail outlets; reconcile and balance each account.
6. Analyze available funds to improve and enhance vendor payment.
7. Explore the automation of disbursement of workers' compensation, law and claim, and cashiers "A" checks.
8. Investigate automation of receipt of miscellaneous, pass, and token revenues.
9. Establish a token and pass commission control system.
10. Explore on-line data processing.

Charter & Pass Revenue

Administer the prepaid pass program, bus and train charters, the issuance of special user riding permits (for the disabled, student, and senior citizens), and the certification of special services riders (Access Transportation).

Key Objectives/Programs for 1985:

1. Continue efforts to promote and increase revenue from the sale of prepaid passes.
2. Develop promotional programs that will be targeted to specific charter markets; e.g., packages for students, senior citizens, dinner or theater charters, etc.
3. Actively solicit large group movements in conjunction with Chicago Convention and Tourism Bureau, and McCormick Place.
4. Assure the development and revision of written procedures for each program and job function in the section.
5. Monitor and evaluate any proposed and existing programs for each function in the section.

Central Counting

Receive and count all of the Authority's bus receipts and rail receipts. Maintain appropriate records of daily revenue figures and currency shipped to local banks for processing. Ensures the repair of all non-electronic fare and cash boxes used by the Authority. Maintains appropriate security measures for safeguarding revenue.

Central Counting

Key Objectives/Programs for 1985:

1. Process all rail revenue at Central Counting Facility to reduce administrative costs and bank charges for deposits and errors.
2. Complete the Rifkin system of processing rail revenue receipts.
3. Enhance security at Central Counting.
4. Install new locking mechanisms on fareboxes to curtail employee theft.
5. Reorganize and increase management personnel to better reflect responsibility and authority levels.
6. Continue the refinement of fare and cashbox parts and repair.

TREASURY

	1984 BUDGET	1984 PROJECTION	1985 PROPOSED BUDGET
OPERATING:			
BASE LABOR COST	2,382,809	2,209,210	2,534,700
LABOR LOADING AMOUNT	1,107,991	1,034,347	1,381,600
WAGE & SALARY ADJUSTMENT		15,400	
TOTAL LABOR EXPENSE	3,490,800	3,258,957	3,916,300
TOTAL MATERIAL EXPENSE	459,000	455,657	483,600
ALLOWANCE - TOOLS & PASSES			
POWER - REVENUE VEHICLES			
UTILITIES			
MAINTENANCE & REPAIR	96,700	64,430	72,100
ADVERTISING & PROMOTION			
OTHER SERVICES	1,943,300	2,075,062	2,932,400
MEETINGS & SEMINARS	4,000	4,121	4,000
TRAINING			
REIMBURSED AUTO EXPENSE		3	
GENERAL TAXES			
LEASES & RENTALS	11,300	11,300	16,300
GENERAL EXPENSES	9,800	18,108	19,000
DATACENTER EXPENSE ALLOCATION	46,600	14,945	19,100
CASUALTY & LIABILITY LOSSES			
CORPORATE INSURANCE PREMIUM			
TECHNICAL STUDIES EXPENSE			
TOTAL OTHER EXPENSE	2,111,700	2,187,969	3,062,900
TOTAL OPERATING EXPENSE	6,061,500	5,902,583	7,462,800
	=====	=====	=====
NON-OPERATING:			
BASE LABOR COST			
LABOR LOADING AMOUNT			
WAGE & SALARY ADJUSTMENT			
TOTAL LABOR EXPENSE			
TOTAL MATERIAL EXPENSE			
TOTAL OTHER EXPENSE			
TOTAL NON-OPERATING EXPENSE			
	=====	=====	=====

DESCRIPTION	1984		1985		1985	
	BUDGET	PROPOSED RESULTS	CURRENT ACTIVITY	PROPOSED	ADDITIONS	PROPOSED BUDGET
EMPLOYEES:						
FULL TIME PERM FTP	83	90	90			90
FULL TIME TEMP FTI	12	12	12			12
PART TIME TEMP PTI						
PART TIME PERM PTP						
TOTAL EMPLOYEES	95	102	102			102
CAPITAL PROJECT EMPS						
HOURS:						
OPERATING HOURS	178,492	164,504	187,948			187,948
NON-OPERATING HOURS						
TOTAL HOURS	178,492	164,504	187,948			187,948
OPERATING \$:						
LABOR	3,490,800	3,258,957	3,916,300			3,916,300
MATERIAL	459,000	455,657	483,600			483,600
OTHER	2,111,700	2,187,969	3,062,900			3,062,900
TOTAL OPERATING	6,061,500	5,902,583	7,462,800			7,462,800
NON-OPERATING \$:						
LABOR						
MATERIAL						
OTHER						
TOTAL NON-OPER						
TOTAL OPER & NON-OPR	6,061,500	5,902,583	7,462,800			7,462,800

TREASURY
POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>
<u>Manager</u>				
Manager, Treasury	1	\$54,000	1	\$58,300
Executive Secretary	1	30,435	1	31,194
	<u>2</u>		<u>2</u>	

General Office, Turnstile Operations & Investments

Supt., Treasury	1	38,125	1	41,625
Supervisor, Office Operations	1	37,743	1	40,343
Cashier Coordinator	1	32,279	1	34,379
Financial Transactions Analyst	1	30,337	1	32,151
Sales Coordinator	1	28,526	1	29,926
Confidential Office Assistant	1	26,053	1	26,000
Cashier I	1	32,477	1	32,602
Cashier/Bond Clerk	1	30,337	1	28,660
Paymaster Coordinator	1	29,443	1	27,585
Paymaster	1	28,373	1	28,481
U.S. Bond Clerk II	1	27,302	1	27,302
Bank Ledger Bookkeeper I	1	26,766	1	27,180
Turnstile Collector	1	27,302	1	26,152
Turnstile Collector	3	23,397	3	23,487
Treasury Utility Clerk I	1	26,588	1	26,690
Treasury Utility Clerk I	1	24,982	1	25,077
Treasury Utility Clerk II	1	25,875	1	25,875
Utility Clerk I (Composite)	3	25,875	3	25,973
Token Clerk I	1	24,982	1	25,077
Utility Clerk I (Composite)	1	20,925	1	21,004
	<u>24</u>		<u>24</u>	

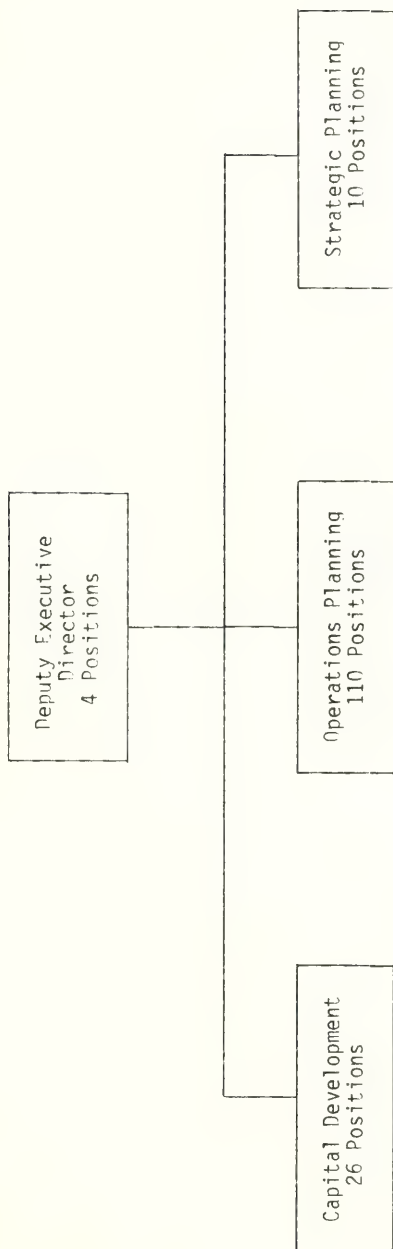
Charter/Pass Revenue

Supervisor, Sales	1	33,300	1	34,600
Sales Coordinator	1	31,658	1	32,558
Sales Coordinator	1	29,760	1	29,760
Sales Coordinator	1	21,245	1	22,682
Special Services Certifier	1	26,913	1	28,013
Sales Representative II	1	30,337	1	30,452
Utility Clerk I (Composite)	1	29,443	1	29,556
Utility Clerk I (Composite)	1	25,875	1	25,973
Utility Clerk I (Composite)	1	25,160	1	25,256
Sales Promotion Clerk	1	25,875	1	25,973
Typist I (Composite)	1	24,982	1	25,077
	<u>11</u>		<u>11</u>	

TREASURY
POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>
<u>Central Counting</u>				
Director, Central Counting	1	\$42,748	1	\$46,664
Supervisor, Central Counting	2	33,750	2	35,450
Supervisor, Central Counting	-	-	2	31,000
Confidential Office Asst.	-	-	1	21,000
Janitor	1	26,114	1	26,208
Money Handler V	1	31,228	1	31,228
Money Handler IV	3	30,337	3	30,452
Money Handler IV	1	29,621	1	29,735
Money Handler III	1	29,443	1	29,556
Money Handler III	1	28,998	1	28,998
Money Handler III	1	28,552	1	28,660
Money Handler II	1	27,927	1	28,524
Money Handler II	1	27,481	1	27,927
Money Handler I	19	27,302	16	27,406
Money Handler I	-	-	4	27,300
Money Handler I	1	23,689	3	23,779
Money Handler I	-	-	1	21,401
Foreman, Fare Equipment Repair	1	32,567	1	32,671
Fare Equipment Repair Leader	1	29,578	1	29,682
Fare Equipment Repairers	10	29,370	6	29,474
Fare Equipment Repairers	-	-	2	23,579
Fare Equipment Repairers	-	-	2	22,106
	<u>46</u>		<u>53</u>	
<u>Full-Time Temporaries</u>				
Currency Counters	<u>12</u>	18,737	<u>12</u>	14,982
Total	<u>95</u>		<u>102</u>	

PLANNING & DEVELOPMENT DIVISION



DEPUTY EXECUTIVE DIRECTOR--PLANNING & DEVELOPMENT

Responsibilities and Objectives

The office of the Deputy Executive Director of Planning & Development is charged generally with responsibility for the management and coordination of the goals and objectives of the three departments which comprise this office; namely, Capital Development, Operations Planning and Strategic Planning.

Additionally, the Deputy Executive Director of Planning & Development keeps the Executive Director abreast of developments through frequent meetings and timely reports of departmental activities.

Key Objectives/Programs for 1985:

1. Achievement of 1984-85 program goals through departments for which Deputy Executive Director is responsible.
2. Improve effectiveness and relationships between inter-departmental groups.
3. Provide coordination and participation in developmental projects within the CTA service area.
4. Provide coordination of developmental activities as they relate to City, Federal, and State governments.
5. Provide coordination and participation in special projects such as the 1992 Worlds Fair.
6. Coordinate activities of special projects and studies related to special interest groups such as the elderly and handicapped, etc.
7. Insure reliable transit service through maintenance, restructuring and scheduling in a timely manner to sustain and improve CTA's service commitments.
8. Insure continuation and implementation of CTA's capital improvement projects and programs.

DEP EX DIR PLNG DVLP

	1984 BUDGET	1984 PROJECTION	1985 PROPOSED BUDGET
OPERATING:			
BASE LABOR COST		87,291	127,600
LABOR LOADING AMOUNT		42,043	69,500
WAGE & SALARY ADJUSTMENT		3,100	
TOTAL LABOR EXPENSE		132,434	197,100
TOTAL MATERIAL EXPENSE		884	2,600
ALLOWANCE - TOOLS & PASSES			
POWER - REVENUE VEHICLES			
UTILITIES			
MAINTENANCE & REPAIR			
ADVERTISING & PROMOTION			
OTHER SERVICES			
MEETINGS & SEMINARS		3,085	3,800
TRAINING			
REIMBURSED AUTO EXPENSE			
GENERAL TAXES			
LEASES & RENTALS			
GENERAL EXPENSES		150	200
DATACENTER EXPENSE ALLOCATION			
CASUALTY & LIABILITY LOSSES			
CORPORATE INSURANCE PREMIUM			
TECHNICAL STUDIES EXPENSE			
TOTAL OTHER EXPENSE		3,235	4,000
TOTAL OPERATING EXPENSE		136,553	203,700
	=====	=====	=====
NON-OPERATING			
BASE LABOR COST			
LABOR LOADING AMOUNT			
WAGE & SALARY ADJUSTMENT			
TOTAL LABOR EXPENSE			
TOTAL MATERIAL EXPENSE			
TOTAL OTHER EXPENSE		2,838	1,500
TOTAL NON-OPERATING EXPENSE		2,838	1,500
	=====	=====	=====

AREA	0951	C H I C A G O	T R A N S I T	A U T H O R I T Y	DATE 10/03/84
DEP EX DIR PLNG DVL P		PROPOSED BUDGET BY MAJOR OBJECT			ROLLS UP TO AREA 0950
		EMPLOYEES--HOURS--EXPENSES			
DESCRIPTION	1984	1984	1985	1985	1985
	BUDGET	PROJECTED RESULTS	CURRENT ACTIVITY	PROPOSED ADDITIONS	PROPOSED BUDGET
EMPLOYEES					

FULL TIME PERM FTP	4	4	4		4
FULL TIME TEMP FTT					
PART TIME TEMP PTT					
PART TIME PERM PTP					
TOTAL EMPLOYEES	4	4	4		4

CAPITAL PROJECT EMPS					
HOURS					

OPERATING HOURS		5,131	7,432		7,432
NON-OPERATING HOURS					
TOTAL HOURS		5,131	7,432		7,432

OPERATING \$					

LABOR		132,434	197,100		197,100
MATERIAL		884	2,600		2,600
OTHER		3,235	4,000		4,000
TOTAL OPERATING		136,553	203,700		203,700

NON-OPERATING \$					

LABOR					
MATERIAL					
OTHER					
TOTAL NON-OPER		2,838	1,500		1,500

TOTAL OPER & NON-OPER		2,838	1,500		1,500

		139,391	205,200		205,200

DEPUTY EXECUTIVE DIRECTOR--PLANNING & DEVELOPMENT

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u>	<u>Rate</u>	<u>Budgeted</u>	<u>Rate</u>
	<u>Positions</u>		<u>Positions</u>	
Deputy Exec. Dir., Planning & Development	1	\$60,000	1	\$63,000
Executive Secretary	1	28,000	1	28,700
Administrative Assistant	1	25,400	1	30,725
Confidential Office Asst.	<u>1</u>	9,000	<u>1</u>	15,489
Total	<u>4</u>		<u>4</u>	

CAPITAL DEVELOPMENT

Responsibilities and Objectives

The Capital Development Department has the overall responsibility for enabling the renovation, improvement and expansion of the CTA physical plant through development of plans and programs which meet the needs of the CTA and the people and communities it serves, and then obtaining financial assistance from federal, state and regional units of government to carry out the programs. The department analyzes project requests from using and implementing departments to optimize the benefits of capital investment through company-wide coordination, consistent with established goals and policies. The department prepares grant applications, and reviews and assists the implementation of funded projects. It also assists in administrative coordination of Interstate Transfer Projects. The department is also responsible for coordinating the development and administration of the Technical Studies program.

Key Objectives/Programs for 1985:

1. Refine and finalize 1985-89 Capital Program (prepared in 1984) as needed.
2. Prepare grant applications and obtain UMTA/IDOT approval, to fund the 1985 CIP. Approximately 20 applications are expected.
3. Coordinate development of 1986-90 Capital Program.
4. Coordinate development of CTA's Technical Studies Program.
5. Monitor implementation of funded capital projects, including preparation and transmittal of project progress reports to UMTA and IDOT.
6. Improve reporting on capital program status, on a program-wide basis, to assist CTA management in understanding and dealing with CIP issues.
7. Monitor implementation of funded Technical Studies projects.
8. Represent CTA at CATS Work Program and Unified (Planning) Work Program Committees.
9. Advise the Chairman, Executive Director and Deputy Executive Director, Planning/Development on issues pertaining to capital funding and implementation of capital projects.
10. Respond to the changed federal funding opportunities under the Surface Transportation Assistance Act of 1982 (STAA), specifically increased levels of funding and the new Section 9 Program.
11. Respond to new requirements by grantor agencies, including more stringent standards for UMTA Section 3 funds, and new RTA grant relationships.
12. Continue test of a reorganization of capital program responsibilities. This will include improved program and project planning, better coordination of project activities, and better reporting of project status and issues to top management.
13. Achieve better coordination of administrative aspects of Interstate Transfer projects where other agencies are grantees.

CAPITAL DEVELOPMENT

	1984 BUDGET	1984 PROJECTION	1985 PROPOSED BUDGET
OPERATING:			
BASE LABOR COST	267,854	267,977	369,000
LABOR LOADING AMOUNT	124,546	127,783	201,100
WAGE & SALARY ADJUSTMENT		6,800	
TOTAL LABOR EXPENSE	392,400	402,560	570,100
TOTAL MATERIAL EXPENSE	10,300	2,069	2,700
ALLOWANCE - TOOLS & PASSES			
POWER - REVENUE VEHICLES			
UTILITIES			
MAINTENANCE & REPAIR			
ADVERTISING & PROMOTION	7,200	7,236	8,000
OTHER SERVICES	50,600	990	600
MEETINGS & SEMINARS	2,600	4,600	4,600
TRAINING			
REIMBURSED AUTO EXPENSE	100		100
GENERAL TAXES			
LEASES & RENTALS	9,400	9,200	10,200
GENERAL EXPENSES	200	63	800
DATACENTER EXPENSE ALLOCATION	6,800	19,899	47,600
CASUALTY & LIABILITY LOSSES			
CORPORATE INSURANCE PREMIUM			
TECHNICAL STUDIES EXPENSE			
TOTAL OTHER EXPENSE	76,900	41,988	71,900
TOTAL OPERATING EXPENSE	479,600	446,617	644,700
	=====	=====	=====
NON-OPERATING			
BASE LABOR COST	419,816	345,924	374,600
LABOR LOADING AMOUNT	195,184	164,559	204,100
WAGE & SALARY ADJUSTMENT		7,900	
TOTAL LABOR EXPENSE	615,000	518,383	578,700
TOTAL MATERIAL EXPENSE			
TOTAL OTHER EXPENSE	150,000	2,641	3,000
TOTAL NON-OPERATING EXPENSE	765,000	521,024	581,700
	=====	=====	=====

AREA	0970 CAPITAL DEVELOPMENT	C H I C A G O T R A N S I T A U T H O R I T Y				DATE 10/03/84	
		PROPOSED BUDGET BY MAJOR OBJECT				ROLLS UP TO AREA 0950	
		EMPLOYEES--HOURS--EXPENSES					
DESCRIPTION		1984 BUDGET	1984 PROJECTED RESULTS	1985 CURRENT ACTIVITY	1985 PROPOSED	1985 ADDITIONS	1985 PROPOSED BUDGET
EMPLOYEES:							
FULL TIME PERM FTP	25		25	25		1	26
FULL TIME TEMP FTT							
PART TIME TEMP PTT							
PART TIME PERM PTP							
TOTAL EMPLOYEES	25		25	25		1	26
CAPITAL PROJECT EMPS							
HOURS:							
OPERATING HOURS	17,616		17,711	22,430		1,380	23,810
NON-OPERATING HOURS	28,688		22,908	24,024			24,024
TOTAL HOURS	46,304		40,619	46,454		1,380	47,834
OPERATING \$:							
LABOR	392,400		402,560	551,700		18,400	570,100
MATERIAL	10,300		2,069	2,700			2,700
OTHER	76,900		41,988	71,900			71,900
TOTAL OPERATING	479,600		446,617	626,300		18,400	644,700
NON-OPERATING \$:							
LABOR	615,000		518,383	578,700			578,700
MATERIAL	150,000		2,641	3,000			3,000
OTHER	765,000		521,024	581,700			581,700
TOTAL NON-OPER	1,244,600		967,641	1,208,000		18,400	1,226,400
TOTAL OPER & NON-OPER							

CAPITAL DEVELOPMENT
1985 PROPOSED ADDITIONAL POSITIONS

<u>Job Title</u>	<u>Budgeted Positions</u>	<u>Rate</u>
Confidential Office Assistant	<u>1</u>	\$15,000
Total	<u><u>1</u></u>	

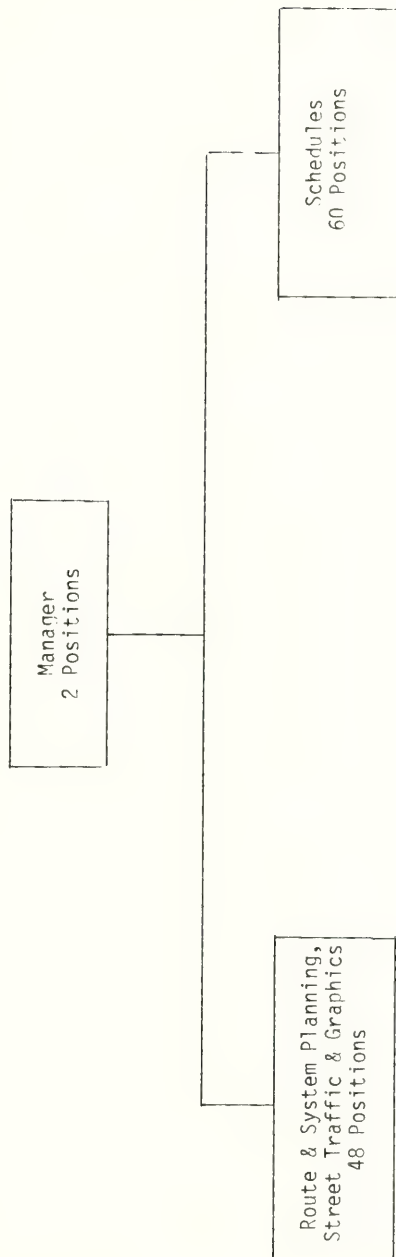
CAPITAL DEVELOPMENT

POSITION DETAIL

Job Title	1984		1985	
	Budgeted Positions	Rate	Budgeted Positions	Rate
Manager, Capital Development	1	\$47,700	1	\$53,000
Director, Program Implementation	1	44,750	1	47,200
Director, Plans and Programs	1	44,200	1	46,750
Supt., Grant Programs (Rail)	1	36,865	1	39,325
Supt., Special Projects	1	36,282	1	38,374
Interagency Grant Coordinator	1	34,000	1	29,600
Senior Planner	1	29,700	1	31,200
Senior Project Controller	1	35,000	1	36,800
Senior Project Controller	1	34,000	1	36,175
Supv., Grant Programs (Bus)	1	29,160	1	29,160
Management Analyst	1	30,000	1	31,610
Project Controller	1	32,750	1	34,460
Project Controller	1	27,900	1	32,536
Project Controller	1	26,000	1	27,000
Special Project Analyst	1	30,000	1	28,000
Grant Controller	1	27,600	1	28,000
Planner	1	25,920	1	28,860
Planner	1	24,550	1	24,550
Planner	1	24,000	1	24,000
Project Coordinator	1	34,000	1	34,000
Program Coordinator	1	23,160	1	23,855
Executive Secretary	1	27,568	1	28,258
Program Clerk	1	23,162	1	23,250
Program Administration Clerk	1	26,588	1	26,700
Stenographer I Composite	1	21,217	1	21,298
Total	<u>25</u>		<u>25*</u>	

*NOTE: The equivalent of 13 of the above positions are funded by non-operating sources (capital program, etc.).

OPERATIONS PLANNING



OPERATIONS PLANNING

Responsibilities and Objectives

Manager

To manage and monitor effective and efficient bus and rail service on the CTA system.

Key Objectives/Programs for 1985:

1. To continue study, analysis and revision of bus and rail service based on riding patterns and funding availability.

Schedules

Production of all schedules for bus and rail operations.

Key Objectives/Programs for 1985:

1. Expand use of computer-assisted run cutting system on bus schedules; install 3 CRT units for schedulers' use.
2. Convert the Transportation Schedule Bus (TSB) batch system, maintenance segment, to an on-line environment.
3. Enhance TSB system to produce complete statistical information on bus schedules.
4. Produce trip building capability through computerized Run Cutting System.

Other (Route/System Planning, Street Traffic/Graphics)

Design and production of passenger information graphics, train and bus operating graphics, charts, exhibits, maps, signs and timetables. Work closely with other CTA departments and various governmental agencies to insure safe and efficient CTA operations. Assist in development of solutions to passenger control and fare collection problems.

Key Objectives/Programs for 1985:

1. Cooperate with other CTA departments and outside agencies for CTA improvement and project development-Southwest corridor, Howard-Ryan operation, Loop rehab, subway beautification, Downtown circulator plans and Loop traffic task force.
2. Analyze fare structure and fare collection procedures.
3. Prepare operating plans and monitor service for special events.
4. Implement a passenger timetable program and other service information materials.
5. Develop operating experience with initial automatic passenger counting system.
6. Supervise location and implementation of bus passenger shelters.
7. Update and install passenger information displays on bus and rail systems.
8. Coordinate Special Service efforts for disabled within CTA and outside agencies public and private.

OPERATIONS PLANNING

	1984 BUDGET	1984 PROJECTION	1985 PROPOSED BUDGET
OPERATING:			
BASE LABOR COST	2,808,481	2,490,017	2,662,000
LABOR LOADING AMOUNT	1,305,919	1,167,833	1,450,900
WAGE & SALARY ADJUSTMENT		22,100	
TOTAL LABOR EXPENSE	4,114,400	3,679,950	4,112,900
TOTAL MATERIAL EXPENSE	35,900	19,341	20,800
ALLOWANCE - TOOLS & PASSES			
POWER - REVENUE VEHICLES			
UTILITIES	100		
MAINTENANCE & REPAIR	3,300	2,007	2,100
ADVERTISING & PROMOTION	14,300	4,067	4,300
OTHER SERVICES	104,000	112,970	256,200
MEETINGS & SEMINARS	5,700	5,749	5,800
TRAINING	1,800	1,428	1,500
REIMBURSED AUTO EXPENSE	30,200	31,993	32,100
GENERAL TAXES			
LEASES & RENTALS		493	400
GENERAL EXPENSES	9,400	8,424	8,300
DATACENTER EXPENSE ALLOCATION	422,600	483,868	538,900
CASUALTY & LIABILITY LOSSES			
CORPORATE INSURANCE PREMIUM			
TECHNICAL STUDIES EXPENSE			
TOTAL OTHER EXPENSE	591,400	650,999	849,600
TOTAL OPERATING EXPENSE	4,741,700	4,350,290	4,983,300
	=====	=====	=====
NON-OPERATING:			
BASE LABOR COST	119,959	225,690	256,100
LABOR LOADING AMOUNT	55,741	108,008	139,500
WAGE & SALARY ADJUSTMENT		6,100	
TOTAL LABOR EXPENSE	175,700	339,798	395,600
TOTAL MATERIAL EXPENSE	12,100	1,100	1,100
TOTAL OTHER EXPENSE	15,300	35,449	19,000
TOTAL NON-OPERATING EXPENSE	203,100	376,347	415,700
	=====	=====	=====

DESCRIPTION	1984 BUDGET	1984 PROJECTED RESULTS	1985 CURRENT ACTIVITY	1985 PROPOSED ADDITIONS	1985 PROPOSED BUDGET
EMPLOYEES:					
FULL TIME PERM FTP	111	108	108	2	110
FULL TIME TEMP FTT					
PART TIME TEMP PTT					
PART TIME PERM PTP					
TOTAL EMPLOYEES	111	108	108	2	110
CAPITAL PROJECT EMPS					
HOURS:					
OPERATING HOURS	199,978	179,975	185,563	2,760	188,323
NON-OPERATING HOURS	8,882	16,579	17,858		17,858
TOTAL HOURS	208,860	196,554	203,421	2,760	206,181
OPERATING \$:					
LABOR	4,114,400	3,679,950	4,066,000	46,900	4,112,900
MATERIAL	35,900	19,341	20,800		20,800
OTHER	591,400	650,999	699,600	150,000	849,600
TOTAL OPERATING	4,741,700	4,350,290	4,786,400	196,900	4,983,300
NON-OPERATING \$:					
LABOR	175,700	339,798	395,600		395,600
MATERIAL	12,100	1,100	1,100		1,100
OTHER	15,300	35,449	19,000		19,000
TOTAL NON-OPER	203,100	376,347	415,700		415,700
TOTAL OPER & NON-OPER	4,944,800	4,726,637	5,202,100	196,900	5,399,000

OPERATIONS PLANNING

1985 PROPOSED ADDITIONAL POSITIONS

<u>Job Title</u>	<u>Budgeted Positions</u>	<u>Rate</u>
<u>Route & System Planning and Street Traffic & Graphics</u>		
Technician	<u>2</u>	\$21,800
Total	<u><u>2</u></u>	

OPERATIONS PLANNING

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>
<u>Operations Planning Manager</u>				
Manager, Operations Planning	1	\$53,823	1	\$56,545
Executive Secretary	1	30,435	1	31,195
	<u>2</u>		<u>2</u>	

Schedules

Director, Schedules	1	42,336	1	45,800
Supt., Schedule Preparation	1	37,568	1	39,800
Supv., Traffic Analysis	1	36,881	1	37,800
Unit Supv., Sched Proc & Dev	1	33,399	1	35,600
Schedule Maker II	1	33,906	-	-
Statistician	1	32,477	1	32,602
Senior Schedule Clerk I	1	32,032	1	32,154
Schedule Maker I	9	32,477	9	32,602
Schedule Clerk	4	30,337	4	30,452
Schedule Clerk	1	29,978	2	30,093
Schedule Clerk	2	29,979	1	30,452
Principal Traffic Clerk	1	30,337	1	30,452
Principal Traffic Checker	1	29,443	1	29,556
Traffic Clerk	2	28,373	2	28,481
Traffic Clerk	4	27,927	4	28,033
Traffic Checker	1	28,373	1	27,407
Traffic Checker	1	24,162	1	24,254
Traffic Checker	1	27,302	1	27,302
Traffic Checker	23	26,588	21	26,690
Traffic Checker	1	26,320	1	26,421
Traffic Checker	1	23,397	1	23,487
Data Entry & Control Clerk	1	23,397	1	23,487
Administrative Secretary	1	26,588	1	26,690
Typist II	1	21,217	1	21,298
Clerk I	1	23,911	1	23,911
	<u>63</u>		<u>60</u>	

Route & System Planning and Street Traffic & Graphics

Director, Route & System Planning	1	39,585	1	44,000
Director, Street Traffic & Graphics	1	41,870	1	46,200
Supt., Service Planning	1	35,404	1	37,950
Supt., Facilities & Equipment Planning	1	34,020	1	37,850
Supt., Service Analysis & Research	1	31,320	1	34,850

OPERATIONS PLANNING

POSITION DETAIL

Job Title	1984		1985	
	Budgeted Positions	Rate	Budgeted Positions	Rate
<u>Route & System Planning and Street Traffic & Graphics (cont.)</u>				
Supv., Graphics Production	1	\$37,524	1	\$39,400
Supv., Graphics Design	1	36,986	1	38,800
Senior Traffic Planner	1	31,217	1	35,400
Principal Planner	1	31,185	1	33,750
Principal Planner	1	30,424	1	32,900
Senior Planner	1	30,308	1	32,800
Planner II	1	25,449	1	25,449
Planner II	1	24,710	1	26,750
Planner II	1	24,174	1	24,174
Planner II	1	23,899	1	25,350
Planner II	1	22,777	1	24,650
Designer	1	22,259	1	24,100
Designer	1	21,200	1	25,000
Confidential Office Assistant	1	16,949	1	19,000
Planner I	1	24,380	1	26,350
Planner I	1	24,000	1	24,000
Planner I	1	22,950	1	22,950
Planner I	1	21,600	1	24,000
Planner I	1	21,600	1	23,150
Planner I	1	21,000	1	23,350
Planner I	1	20,000	1	22,700
Planner I	1	26,455	1	22,000
Planner I	1	25,950	1	22,000
Planner I	1	26,670	1	20,000
Planner I	1	20,000	1	20,000
Traffic Planner	1	27,480	1	31,500
Automatic Passenger Counter Specialist	1	45,852	1	26,100
Junior Traffic Planner	1	33,906	1	22,000
Transit Technician V	1	32,477	1	32,602
Transit Planning Engineer II	1	31,228	1	31,347
Transit Technician III	1	30,337	1	30,452
Transit Analyst IV	1	30,337	1	30,452
Junior Draftsman	1	28,373	1	28,481
Traffic Planning Technician I	1	27,302	1	27,406
Jr. Transit Technician	1	27,302	1	27,406
Ridership Data Clerk	1	27,302	1	27,406
Stenographer II (Composite)	1	23,397	1	23,487
Administrative Secretary	1	26,588	1	26,690
Stenographer I (Composite)	2	25,875	2	25,973
Stenographer I (Composite)	1	15,473	1	16,568
	<u>46</u>		<u>46</u>	
Total	<u>111</u>		<u>108*</u>	

*NOTE: The equivalent of 10 of the above positions are funded by non-operating sources (capital program, etc.).

STRATEGIC PLANNING

Responsibilities and Objectives

The CTA's Strategic Planning Department is charged with defining the responsibilities, goals, and objectives for the agency. Strategic Planning provides the CTA Board as well as upper level management with guidelines for implementation of long-range and short-term strategic plans associated with providing transportation service in line with CTA's commitment to the public.

Key Objectives/Programs for 1985:

1. Coordinate project activities within CTA on a departmental level.
2. Establish Strategic Planning as an effective liaison between CTA and all public, private and governmental agencies.
3. Respond as an informational resource for upper-level management decision making and program implementation.
4. Establish a procedure to prioritize projects and develop strategies for planning the phases of implementation for all short-term and long-term capital development programs within the CTA environment.
5. Keep abreast of changes in the service environment and assess their impacts on the transportation planning projects.
6. Establish methods for developing packages for alternative financing within the private and public service market.

STRATEGIC PLANNING

	1984 BUDGET	1984 PROJECTION	1985 PROPOSED BUDGET
OPERATING:			
BASE LABOR COST	144,190	185,633	267,300
LABOR LOADING AMOUNT	67,010	89,145	145,700
WAGE & SALARY ADJUSTMENT		6,000	
TOTAL LABOR EXPENSE	211,200	280,778	413,000
TOTAL MATERIAL EXPENSE	600	1,447	4,900
ALLOWANCE - TOOLS & PASSES			
POWER - REVENUE VEHICLES			
UTILITIES			
MAINTENANCE & REPAIR	100	100	100
ADVERTISING & PROMOTION			200
OTHER SERVICES			
MEETINGS & SEMINARS	5,500	4,622	4,900
TRAINING			
REIMBURSED AUTO EXPENSE			
GENERAL TAXES			
LEASES & RENTALS			
GENERAL EXPENSES	100	373	500
DATACENTER EXPENSE ALLOCATION	38,200	9	11,700
CASUALTY & LIABILITY LOSSES			
CORPORATE INSURANCE PREMIUM			
TECHNICAL STUDIES EXPENSE			
TOTAL OTHER EXPENSE	43,900	5,104	17,400
TOTAL OPERATING EXPENSE	255,700	287,329	435,300
	=====	=====	=====
NON-OPERATING			
BASE LABOR COST			3,600
LABOR LOADING AMOUNT			1,900
WAGE & SALARY ADJUSTMENT			
TOTAL LABOR EXPENSE			5,500
TOTAL MATERIAL EXPENSE			
TOTAL OTHER EXPENSE			50,000
TOTAL NON-OPERATING EXPENSE			55,500
	=====	=====	=====

DESCRIPTION	1984 BUDGET	1984		1985		1985		1985	
		PROJECTED RESULTS	CURRENT ACTIVITY	PROPOSED ADDITIONS	PROPOSED BUDGET	PROPOSED BUDGET	PROPOSED BUDGET	PROPOSED BUDGET	PROPOSED BUDGET
EMPLOYEES									

FULL TIME PERM FTP	4	10	10	10	10				
FULL TIME TEMP FTT									
PART TIME TEMP PTP									
PART TIME PERM PTP									
TOTAL EMPLOYEES	4	10	10	10	10				

CAPITAL PROJECT EMPS									
HOURS									

OPERATING HOURS	10,864	13,296	18,160	18,160	18,160				
NON-OPERATING HOURS			240	240	240				
TOTAL HOURS	10,864	13,296	18,400	18,400	18,400				

OPERATING \$									

LABOR	211,200	280,778	413,000	413,000	413,000				
MATERIAL	600	1,447	4,900	4,900	4,900				
OTHER	43,900	5,104	17,400	17,400	17,400				
TOTAL OPERATING	255,700	287,329	435,300	435,300	435,300				

NON-OPERATING \$									

LABOR			5,500	5,500	5,500				
MATERIAL			50,000	50,000	50,000				
OTHER			55,500	55,500	55,500				
TOTAL NON-OPER			490,800	490,800	490,800				

TOTAL OPER & NON-OPER	255,700	287,329	490,800	490,800	490,800				

STRATEGIC PLANNING

POSITION DETAIL

<u>Job Title</u>	<u>1984</u>		<u>1985</u>	
	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>	<u>Budgeted</u> <u>Positions</u>	<u>Rate</u>
Manager, Strategic Planning	1	\$46,110	1	\$46,721
Director, Strategic Program Mgmt.	-	-	1	41,556
Supv., Strategic Program Development	-	-	1	33,147
Senior Strategic Planner	1	34,980	1	36,360
System Development Coordinator	-	-	1	24,401
Program Planning Analyst	1	28,000	2	28,210
Research Planning Analyst	-	-	1	21,537
Executive Secretary	-	-	1	22,500
Confidential Office Assistant	<u>1</u>	20,564	<u>1</u>	21,975
Total	<u>4</u>		<u>10</u>	

NON-DEPARTMENTAL

	1984 BUDGET	1984 PROJECTION	1985 PROPOSED BUDGET
OPERATING:			
BASE LABOR COST	10,024,000-	8,431,009-	7,348,900-
LABOR LOADING AMOUNT	15,387,800-	17,091,801-	5,447,500
WAGE & SALARY ADJUSTMENT		80,500-	
TOTAL LABOR EXPENSE	25,411,800-	25,603,310-	1,901,400-
TOTAL MATERIAL EXPENSE	224,100-	114,476-	217,300-
ALLOWANCE - TOOLS & PASSES	17,000-	13,774-	12,000-
POWER - REVENUE VEHICLES			
UTILITIES			
MAINTENANCE & REPAIR			
ADVERTISING & PROMOTION			
OTHER SERVICES	225,000	369,405	
MEETINGS & SEMINARS			
TRAINING			
REIMBURSED AUTO EXPENSE			
GENERAL TAXES			
LEASES & RENTALS	620,600	647,050	630,000
GENERAL EXPENSES	75,000	15,506	12,000
DATACENTER EXPENSE - CREDIT	8,195,100-	8,193,688-	8,398,200-
DATACENTER EXPENSE ALLOCATION		93	
CASUALTY & LIABILITY LOSSES	10,990,800	10,990,800	15,500,000
CORPORATE INSURANCE PREMIUM			
TECHNICAL STUDIES EXPENSE	130,000	126,026	132,000
FUNDABLE INTEREST EXPENSE		793,219	1,075,500
COST ALLOCATION - CAPITAL (CR)	3,500,000-	2,825,013-	3,150,000-
OTHER CREDITS	342,000-	313,739-	46,000-
MAT&SUPL & DAMAGE RESERVE (CR)	3,416,400-	4,374,801-	4,163,500-
TOTAL OTHER EXPENSE	3,429,100-	2,778,916-	1,579,800
TOTAL OPERATING EXPENSE	29,065,000- =====	28,496,702- =====	538,900- =====
NON-OPERATING:			
BASE LABOR COST			
LABOR LOADING AMOUNT			
WAGE & SALARY ADJUSTMENT			
TOTAL LABOR EXPENSE			
TOTAL MATERIAL EXPENSE	10,000	303,035-	406,600-
TOTAL OTHER EXPENSE	98,208,000	61,854,641	104,670,900
TOTAL NON-OPERATING EXPENSE	98,218,000 =====	61,551,606 =====	104,264,300 =====

AREA	0990 NON-DEPARTMENTAL	C H I C A G O T R A N S I T A U T H O R I T Y						DATE 10/03/84 P R I S U P I N A P I A N N N Y	
		PROPOSED BUDGET BY MAJOR OBJECT EMPLOYEES--HOURS--EXPENSES							
		1984 BUDGET	1984 PROJECTED RESULTS	1985 CURRENT ACTIVITY	1985 PROPOSED ADDITIONS	1985 PROPOSED BUDGET			
DESCRIPTION									
EMPLOYEES:									

FULL TIME PERM	FTP								
FULL TIME TEMP	FTT								
PART TIME TEMP	PTT								
PART TIME PERM	PTP								
TOTAL EMPLOYEES									
=====									
CAPITAL PROJECT EMPS									
HOURS:									

OPERATING HOURS		495,790-	526,985-	523,830-		523,830-			
NON-OPERATING HOURS									
TOTAL HOURS		495,790-	526,985-	523,830-		523,830-			
=====									
OPERATING \$:									

LABOR		25,411,800-	25,603,310-	1,966,500-	65,100	1,901,400-			
MATERIAL		224,100-	114,476-	217,300-		217,300-			
OTHER		3,429,100-	2,778,916-	1,579,800-		1,579,800-			
=====									
TOTAL OPERATING		29,065,000-	28,496,702-	604,000-	65,100	538,900-			
=====									
NON-OPERATING \$:									

LABOR		10,000	303,035-	406,600-		406,600-			
MATERIAL		98,208,000	61,854,641	104,670,900		104,670,900			
OTHER									
TOTAL NON-OPER		98,218,000	61,551,606	104,264,300		104,264,300			
=====									
TOTAL OPER & NON-OPER		69,153,000	33,054,904	103,660,300	65,100	103,725,400			
=====									

APPENDIX

APPENDIX #1

1984 Budget Transfers

(January, 1984 - September, 1984)

To			From			Purpose
Amount	Department	Line-Item	Amount	Department	Line-Item	
\$ 27,600	Facil. Eng. & Maint.	Maint. & Repair	\$ 27,600	Facil. Eng. & Maint.	Material	Overhauling a Kershaw Bridge and tie crane.
15,000	Equip. Eng. & Maint.	Training	15,000	Equip. Eng. & Maint.	Maint. & Repair	To provide funds for a Quality Circle Program.
37,600	Equip. Eng. & Maint.	Labor	37,600	Equip. Eng. & Maint.	Other Services	To shift to in-house drafting in the Technical Service Section.
4,500	Group Manager, Human Resources	Other Services	4,500	Personnel Admin.	Other Services	Professional Consulting Contract to help implement a newly realigned community relations function.
50,000	Datacenter	Training	50,000	Datacenter	Labor	To continue an internal Education Program which began in 1983.
67,000	Financial Services	Other Services	67,000	Scheduled Transportation Operations	Labor	To provide funds for consulting services necessary to convert and enhance the Rail Revenue System using the Sperry Computer.
10,000	CTA Board	General Expense	10,000	Chairman's Office	Other Services	Automobile rental and purchase of certain equipment.
19,500	Financial Services	Other Services	19,500	Scheduled Transportation Operations	Labor	To provide funding to cover professional consulting services to study and identify reimbursable administration costs.
60,000	Datacenter	Maint. & Repair	60,000	Datacenter	Leases & Rentals	To provide for a maintenance contract for a Xerox 9700 Laser Printer which is to be purchased with Capital Funds.
24,000	Treasury	Material	24,000	Scheduled Transportation Operations	Labor	To provide funds for the purchase of Rifkin safety sacks and security seals to be used for transporting rail revenue receipts.
15,000	Equip. Eng. & Maint.	Material & General Expense	15,000	Equip. Eng. & Maint.	Maint. & Repair	To cover the purchase of miscellaneous materials and awards associated with a Bus Maintenance Rodeo.
468,000	Equip. Eng. & Maint.	Material	468,000	Equip. Eng. & Maint.	Maint. & Repair	To provide funds for replacing 800 bus engine cylinder heads not originally budgeted.
15,000	Materials Management	Leases & Rentals	15,000	Materials Management	Labor	To provide funds for anticipated equipment rentals.

1984 Budget Transfers

(January, 1984 - September, 1984)

To			From			Purpose
Amount	Department	Line-Item	Amount	Department	Line-Item	
\$ 1,000	Chicago Transit Board	Other Services	\$ 1,000	Chicago Transit Board	Meetings/ Seminars	To provide funds for consultant services related to data processing and material control.
9,800	Equip. Eng. & Maint.	Material	9,800	Maint. & Repair		To provide funds for the purchase of three handheld portable radios.
7,900	Facil. Eng. & Maint.	Maint. & Repair	7,900	Facil. Eng. & Maint.	Material	To provide funds for reroofing of 51st St. Rail Terminal Station.
20,000	Treasury	Material	20,000	Scheduled Transportation Operations	Labor	To provide additional funds for the purchase of Rikkin safety sacks and security seals to be used for transporting rail revenue receipts.
5,000	Executive Director	Other Services	5,000	Scheduled Transportation Operations	Labor	To provide funds for a consulting contract for evaluating special services.
24,500	Affirmative Action	Other Services	24,500	Personnel Admin.	Other	To provide funds for a consulting contract to review the Affirmative Action Program of CTA and establish objective criteria for measuring program effectiveness.
24,500	Community Affairs	Other Services	24,500	Personnel Admin.	Other	To provide funds for a consulting contract to develop a community affairs brochure and audio-visual presentation.
5,000	Facil. Eng. & Maint.	Meetings & Travel	5,000	Facil. Eng. & Maint.	Other Services	To provide additional funds for business related travel.
6,600	Equip. Eng. & Maint.	Material	6,600	Equip. Eng. & Maint.	Maint. & Repair	To provide funds for the purchase of a table model metal disintegrator.
10,000	Police Liaison	Other Services	10,000	Scheduled Transportation Operations	Labor	For examinations to be performed by a security consultant.
12,000	Equip. Eng. & Maint.	Meetings & Travel	12,000	Equip. Eng. & Maint.	Maint. & Repair	To provide funds for unanticipated travel and related costs in conjunction with bus chassis repair inspections.
2,000	Capital Development	Meetings & Travel	2,000	Capital Development	Labor	To provide funds for unanticipated travel costs.
3,000	Eng. & Maint. Programs	Meetings & Travel	3,000	Eng. & Maint. Programs	Reimbursed Auto Expense	To allow for departmental travel for new department.

1984 Budget Transfers

(January, 1984 - September, 1984)

To			From			Purpose
Amount	Department	Line-Item	Amount	Department	Line-Item	
\$114,700	Deputy Executive Director, Finance	Other Services	\$114,700	Scheduled Transportation Operations	Labor	To provide funds for accounting consulting/auditing services for the 1983 Financial Audit and review of the 1984 Budget Process.
24,000	Facil. Eng. & Maint.	Maint. & Repair	24,000	Facil. Eng. & Maint.	Material	For the replacement of the boiler stack at the Wilson repair shop.
24,000	Datacenter	Other Services	24,000	Datacenter	Labor	To provide funds for consulting services associated with implementation of the Datacenter Information Center.
10,000	Public Affairs	Other Services	10,000	Public Affairs	Labor	To provide funds for the printing of the Hare brochure by an outside printer.
50,000	Treasury	Other Services	50,000	Scheduled Transportation Operations	Labor	To provide funds for a consultant to evaluate the Treasury functions that relate to the collection of revenue.



